



CITY OF NORTH RICHLAND HILLS  
CITY COUNCIL AGENDA  
4301 CITY POINT DRIVE  
NORTH RICHLAND HILLS, TX 76180  
TUESDAY, MAY 26, 2026

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**WORK SESSION: 5:30 PM**

Held in the Council Workroom

CALL TO ORDER

1. [Discuss items from regular City Council meeting.](#)
2. [Parks, Recreation, and Open Space Master Plan process overview.](#)
3. [FY 2026 Q2 Financial Report and Revised Budget Overview.](#)
4. [Fund Balance and Reserve Policy Update.](#)

FUTURE AGENDA ITEM(S)

The purpose of this item is to allow the Mayor and Council members an opportunity to bring forward items they wish to discuss at a future work session. In accordance with the Texas Open Meetings Act, any discussion shall be limited to a proposal to place the item on a future agenda. The Council shall not vote, or take any action on the items during this meeting.

CITY MANAGER REPORT

The purpose of this item is to receive an update from the City Manager on the following:

- Update on efficiency audits
- Capital Program Advisory Committee (CPAC)
- Legislative Task Force

EXECUTIVE SESSION

The City Council may enter into closed Executive Session as authorized by

Chapter 551, Texas Government Code. Executive Session may be held at the end of the Regular Session or at any time during the meeting that a need arises for the City Council to seek advice from the city attorney (551.071) as to the posted subject matter of this City Council meeting.

The City Council may confer privately with its attorney to seek legal advice on any matter listed on the agenda or on any matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Texas Government Code.

1. [Section 551.071: Consultation with City Attorney to seek advice about pending or contemplated litigation or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act - \(1\) Jessie Goodfellow v. City of North Richland Hills, et al, Cause No. 352-366545-25; \(2\) Travis Scott Gray v. City of North Richland Hills, et al, Civil Action No. 4-25CV1276-09; and \(3\) Bank of the West v. G.Q. Enterprises Corp., et al, Cause No. 141-376075-26.](#)
2. [Section 551.087: Deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development or deliberation of the offer of a financial or other incentive to such a business prospect \(1\) Northeast Corner of Boulevard 26 & Harwood Road, \(2\) EZ Streets Empowerment Zone, \(3\) Southwest Corner of Davis Boulevard and Smithfield Road, \(4\) and 8021 and 8029 Main Street.](#)

**REGULAR MEETING: Immediately following executive session (but no earlier than 7:00 p.m.)**

Held in the City Hall Council Chambers

- A. CALL TO ORDER
- A.1 INVOCATION - COUNCIL MEMBER BLAKE
- A.2 PLEDGE - COUNCIL MEMBER BLAKE
- A.3 SPECIAL PRESENTATION(S) AND RECOGNITION(S)
- A.3.1 [2026 Northeast Tarrant Teen Court Scholarship Presentation.](#)

#### A.4 PUBLIC COMMENTS

An opportunity for citizens to address the City Council on matters which are scheduled on this agenda for consideration by the City Council, but not scheduled as a public hearing. In order to address the City Council during public comments, a Public Meeting Appearance Form must be completed and presented to the City Secretary prior to the start of the City Council meeting.

#### A.5 REMOVAL OF ITEM(S) FROM CONSENT AGENDA

#### B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS

- B.1 [Approve the minutes of the May 13, 2026 City Council meeting.](#)
- B.2 [Consider Resolution No. 2026-029, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's Homeland Security Division FY 2027 North Texas Anti-Gang Center Grant #2848912, serving as the fiduciary and sponsoring agency.](#)
- B.3 [Consider Resolution No. 2026-030, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 General Victim Assistance Program Grant #3544408.](#)
- B.4 [Consider Resolution No. 2026-031, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 Violence Against Women Justice and Training Program Grant #3367210.](#)
- B.5 [Consider Resolution No. 2026-032, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 Edward Byrne Memorial Justice Assistance Program Grant #5697401.](#)
- B.6 [Consider Resolution No. 2026-033, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 Rifle-Resistant Body Armor Grant #5699401.](#)
- B.7 [Consider Resolution No. 2026-034, approving an Advance Funding Agreement with TxDOT relating to the N Richland Hills Traffic Signal Standard project \(CSJ 0902-90-362\) and authorize the City Manager to execute the agreement and all necessary documents.](#)

B.8 [Authorize the City Manager to approve FY 2026 purchases of broadcasting equipment and technology from Enco Systems Inc. in a cumulative amount not to exceed \\$110,689.](#)

C. PUBLIC HEARINGS

C.1 [ZC26-0155, Ordinance No. 3956, Public hearing and consideration of a request from Maryuri Narvaez for a revision to Planned Development 13 for a trade school \(barber school\) at 8703 Bedford Euleess Road, being 5.03 acres described as Lot 3, Block 13, Woodcrest Addition.](#)

D. PLANNING AND DEVELOPMENT

E. PUBLIC WORKS

F. CITIZENS PRESENTATION

An opportunity for citizens to address the City Council on matters which are not scheduled for consideration by the City Council or another City Board or Commission at a later date. In order to address the City Council during citizens presentation, a Public Meeting Appearance Form must be completed and presented to the City Secretary prior to the start of the City Council meeting.

G. GENERAL ITEMS

G.1 [Select a member of Council to serve as Mayor Pro Tem for a term of one year.](#)

G.2 [Consider Ordinance No. 3957, amending the City's Code of Ordinances aligning terms of board, commission, and committee members with the mayor and council members.](#)

G.3 [Consider Resolution No. 2026-035, appointing Eric Welborn to the Planning and Zoning Commission, Place 1 and Lindsey Eagan to the Keep NRH Beautiful Commission, Place 3 to fulfill the remainder of the unexpired terms ending June 30, 2027.](#)

G.4 [Authorize the City Manager to execute a professional services contract with Baird, Hampton & Brown, Inc. for the design of the John Barfield Trail Spring Oak Extension in an amount not to exceed \\$172,138.](#)

H. EXECUTIVE SESSION ITEMS - CITY COUNCIL MAY TAKE ACTION ON ANY ITEM DISCUSSED IN EXECUTIVE SESSION LISTED ON WORK SESSION AGENDA

I. INFORMATION AND REPORTS - COUNCIL MEMBER PARKS

I.1 [Announcements](#)

J. ADJOURNMENT

Certification

I do hereby certify that the above notice of meeting of the North Richland Hills City Council was posted at City Hall, City of North Richland Hills, Texas in compliance with Chapter 551, Texas Government Code on Tuesday, May 19, 2026 by 5:00 PM.

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Alicia Richardson  
City Secretary/Chief Governance Officer

**TAXPAYER IMPACT STATEMENT:** At this meeting the City Council will discuss the FY 2026 Adopted Budget. This budget is accessible at the City's website homepage at [www.nrhtx.com](http://www.nrhtx.com). No changes to the tax rate for the FY 2026 Adopted Budget will be considered. For the FY 2025 Adopted Budget, the median-valued homestead property in the City of North Richland Hills is estimated to have received a property tax bill of \$1,675.20. For the FY 2026 Adopted Budget, the same property is estimated to have received a property tax bill of \$1,729.53. If a balanced budget funded at the no-new-revenue tax rate would have been adopted for FY 2026 instead, that same property would have received a property tax bill of \$1,732.26.

**This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 817-427-6060 for further information.**



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Discuss items from regular City Council meeting.

**PRESENTER:** Paulette Hartman, City Manager

**SUMMARY:**

Provide the City Council with the opportunity to discuss any item on the regular agenda.

**GENERAL DESCRIPTION:**

The purpose of this standing item is to allow the City Council an opportunity to inquire about items that are posted for discussion and deliberation on the regular City Council agenda.

The City Council is encouraged to ask staff questions to clarify and/or provide additional information on items posted on the regular agenda or consent agenda.



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** Parks, Recreation, and Open Space Master Plan process overview  
**PRESENTER:** Adrien Pekurney, Director of Parks and Recreation

### **SUMMARY:**

Staff will provide a presentation of the overview of a Parks, Recreation, and Open Space master plan four-phase process. NRH Parks and Recreation has been guided by an adopted comprehensive plan since 1992. Plans are completed and updated every five to seven years. The last master planning process took place in 2007, with a general review and update in 2016. Parks staff recently provided a process overview presentation to the Parks and Recreation Board at their regularly scheduled April 6, 2026, meeting.

Included in the FY25 Park Fund CIP adopted project list was the development of the 2025/2026 Parks, Recreation and Open Space Master Plan. Through the competitive RFP process, Halff and Associates was selected as the professional services consultant for the overall plan process. City staff has been working with Halff and Associates in preparation of plan process Phase 1, including the multi-layered community engagement and input efforts. All layers and phases provide feedback and support for a well-developed proposed final plan.



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** FY 2026 Q2 Financial Report and Revised Budget Overview  
**PRESENTER:** Chase Fosse, Director of Budget & Research

### **SUMMARY:**

Staff will present the second quarter financial report and an overview of FY 2026 budget revisions.

### **GENERAL DESCRIPTION:**

Staff will present the second quarter financial report to the City Council. This report will include a brief presentation that highlights the major operating funds of the city. The presentation will focus on revenue and expenditures to date compared to expectations, and will highlight budget items that will be proposed for revision during the City Council's June 8, 2026, regular meeting.

# NRH



## Fiscal Year 2026 2nd Quarter Financial Report



*"Built to Last"*

TABLE OF CONTENTS

INTRODUCTION \_\_\_\_\_ 3

GENERAL FUND \_\_\_\_\_ 4

PARKS AND RECREATION FUND \_\_\_\_\_ 9

CRIME CONTROL DISTRICT FUND \_\_\_\_\_ 10

UTILITY FUND \_\_\_\_\_ 11

SELF INSURANCE FUND \_\_\_\_\_ 12

OTHER PROPERTY TAX REVENUE FUNDS \_\_\_\_\_ 13

SPECIAL REVENUE FUNDS \_\_\_\_\_ 14

OTHER ENTERPRISE FUNDS \_\_\_\_\_ 18

INTERNAL SERVICE FUNDS \_\_\_\_\_ 19

CIP PROJECT STATUS UPDATE \_\_\_\_\_ 20

APPENDIX: FINANCIAL SCHEDULES \_\_\_\_\_ 26

## INTRODUCTION

The purpose of this report is to summarize the financial performance of the City of North Richland Hills ("NRH" or "the City") through the second quarter of fiscal year 2026 (FY 2026). For most operations, it is expected that approximately 50% of revenues will be collected and 50% of expenditures will be completed by the end of this reporting period. Overall, expenditures are within expected amounts for the fiscal year to date and overall revenue collections are strong and stable.

Contained in this report is an unaudited overview of all budgeted operating funds through the second quarter of FY 2026, which represents the time period starting October 1, 2025, and ending March 31, 2026. This document provides a summary of the City's major funds as well as a more detailed explanation of variances or other items of note. A summary of capital improvement projects is included to provide project-level reporting. Financial schedules are located in the appendix section of this report for additional details.

Respectfully submitted,



Chase Fosse  
Director of Budget & Research

## GENERAL FUND

### Revenues at a Glance

Revenue Category	FY 2026 Revised Budget	FY 2026 FYTD Actuals	Prior FY FYTD Actuals	FYTD Actuals as % of Budget
Property Taxes	\$29,406,442	\$27,228,549	\$25,621,600	92.6%
Sales Taxes	15,006,494	7,829,379	7,386,605	52.2%
Franchise Taxes	4,974,508	3,804,900	3,636,917	76.5%
Other Taxes	508,509	242,473	260,537	47.7%
Fines & Forfeitures	1,643,552	806,451	993,711	49.1%
Licenses & Permits	2,235,420	1,194,696	1,210,725	53.4%
Charges for Services	3,739,496	1,939,670	1,633,662	51.9%
Intergovernmental	5,740,242	2,767,216	2,703,549	48.2%
Miscellaneous	3,703,995	1,795,564	1,560,437	48.5%
Appropriation of Fund Balance	244,645	122,323	-	50.0%
<b>Total Revenues</b>	<b>\$67,203,303</b>	<b>\$47,731,218</b>	<b>\$45,007,741</b>	<b>71.0%</b>

## REVENUES

### Property Tax

Over the last three fiscal years the City has received approximately 97.3% of Current Property Tax revenue between October and March. Collections this fiscal year for Current Property Tax revenue are in-line with expectations at 97.2% of budgeted amounts. Overall, property tax revenue through March including Delinquent property tax collections, Penalty and Interest, and Recalculated property taxes are \$27,228,549, or 92.6% of budgeted amounts. Staff estimate that General Fund property tax revenue will end the fiscal year close to budgeted amounts. Variances between expected revenue based on the certified tax roll and actual collections may occur due to late payments or changes in property values after certification (resolution of protest activity, lawsuit challenges, etc.) Staff will continue to monitor collections and changes occurring at the Tarrant County Appraisal District and Tarrant County Property Tax Assessor-Collector's Office and will adjust future revenue assumptions as necessary.

	FY 2026 Revised Budget	FY 2026 FYTD Actuals	Prior FY FYTD Actuals	FYTD Actuals as % of Budget
<b>Revenue Category</b>				
Current Property Tax	\$29,256,442	\$28,424,127	\$26,557,816	97.2%
Delinquent Property Taxes	0	(80,368)	(17,658)	0.0%
Penalty and Interest	150,000	130,302	181,779	86.9%
Recalculated Property Taxes	0	(1,245,512)	(1,120,338)	0.0%
<b>Total Revenues</b>	<b>\$29,406,442</b>	<b>\$27,228,549</b>	<b>\$25,621,600</b>	<b>92.6%</b>

### Sales Tax

Sales tax is collected on a monthly basis, but it is collected with a two-month lag. For example, the sales tax allotment the City received in March 2026 was for the economic activity that took place in January 2026. This means that NRH has only received five months' worth of sales tax through April (when this report is produced). In order to close that gap and paint a more accurate picture of financial performance compared to other revenue sources, this report adds the budgeted amount for sales tax for the month of March to sales tax amounts across all funds. Sales tax collections through March are \$7,829,379, or 52.2% of budgeted amounts. For the 5 months the City has experienced actuals so far in the fiscal year, October through February, actual revenues exceed the budgeted amount to-date in the General Fund by \$479,055. These figures are a positive indication of economic stability within NRH. Overall, sales tax performance is trending above expectations so far in the fiscal year.

Staff recognize the inherent variability in sales tax collections driven by consumer behavior and broader economic conditions and will continue to closely monitor trends and report updates in future financial reports.

## Other Revenues Sources

- Franchise taxes reflect 88.8% of their budgeted amount through March. Historically, gas and electricity revenues are received once per year in March, and these two make up a significant majority of the City's franchise taxes. These two franchise fees have already been received for the fiscal year. Cable and telephone receipts are received quarterly, while solid waste franchise taxes are received monthly.
- Fines & Forfeitures total \$806,451, or 49.1%, of their budgeted amounts. This revenue source is made up of Municipal Court fines and Warrant/Arrest Fees. This is a \$187,260 decrease compared to the same period in the previous fiscal year. This decrease is due to a temporary disruption from earlier this fiscal year when the City transitioned to new ticket writers. Staff expect revenues to trend back toward prior levels following the transition.
- Revenues from Licenses and Permits total \$1,194,696, or 53.4%, of their budgeted amount. Licenses and Permits are largely tied to the number of applications and amount of development within NRH. This is primarily due to Building Permits, Electrical Permits, Mechanical Permits, Apartment Inspection Fees, Miscellaneous Permits, and Food Service Permits all being healthily over the 50% threshold.
- Charges for Service total \$1,939,670, or 51.9%, of their budgeted amount. Ambulance Fees are the primary revenue source for this category. Ambulance Fees are up \$337,781 compared to this point last fiscal year. The City adopted a new increased rate for Ambulance Fees that were effective March 1, 2025. The other significant revenue source in the category is Garbage Billing, which is at 46% of budgeted amounts.
- Intergovernmental revenues total \$2,767,216, or 48.2%, of budgeted amounts. Intergovernmental revenues include indirect costs paid to the General Fund by the City's other funds as well as reimbursements from shared service cities for detention services. Shared Services cities are billed quarterly for detention services.
- Miscellaneous revenues total \$1,795,564, or 48.5%, of their budgeted amount. This revenue category is primarily made of interest income and grant proceeds. This revenue source is lower than what was collected in FY 2025 due to a one-time transfer of ARPA funds that occurred in the previous year.
- Appropriation of fund balance totals \$122,323, or 50%, which was higher than the adopted budget. This is due to the annual encumbrance roll, which captures the funding needed to pay for items that were approved by the City Council in the prior fiscal year, but due to timing, will be received and paid for in the current fiscal year. The actual figures for appropriations of fund balance are, as presented, budgeted figures for the number of elapsed months in the fiscal year.

## EXPENDITURES

Expense Category	FY 2026 Revised Budget	FY 2026 FYTD Actuals	Prior FY FYTD Actuals	FYTD Actuals as % of Budget
City Council	\$134,030	\$38,319	\$50,764	28.6%
City Manager	951,776	490,493	398,514	51.5%
Communications	544,416	268,055	252,112	49.2%
City Secretary	751,559	391,632	297,636	52.1%
Legal	515,000	148,069	173,841	28.8%
Human Resources	175,822	95,283	85,006	54.2%
Finance	942,353	421,040	463,482	44.7%
Budget & Research	566,422	364,790	336,337	64.4%
Municipal Court	1,793,692	785,597	773,650	43.8%
Planning & Development	572,207	270,239	215,166	47.2%
Economic Development	403,271	197,654	201,620	49.0%
Library	2,712,541	1,230,334	1,154,018	45.4%
Community Development	3,834,652	1,658,759	1,649,243	43.3%
Public Works	3,648,468	1,697,851	1,569,974	46.5%
Parks and Recreation	1,680,408	896,973	907,427	53.4%
Police	20,685,953	9,673,216	9,452,589	46.8%
Fire	18,052,815	8,419,147	7,987,317	46.6%
Facilities/Construction	899,730	449,865	449,865	50.0%
Non-Departmental	4,205,434	3,644,269	2,774,248	86.7%
Other	4,132,754	4,066,377	2,831,932	98.4%
<b>Total Expenditures</b>	<b>\$67,203,303</b>	<b>\$35,207,962</b>	<b>\$32,024,741</b>	<b>52.4%</b>

Total expenditures for the General Fund through the second quarter of FY 2026 are \$35,207,962, or 52.4%, of budgeted amounts. The following are items of note:

- Excluding the Other category from the table above, which largely consists of transfers to other funds to fund capital projects that were processed once at the beginning of the fiscal year, the remaining expenditures are at 49.4% of budgeted amounts.
- The City Secretary Office is at 52.1% of budgeted amounts through the second quarter of FY 2026, primarily due to the expenses paid out for the November Election. Additional funding will be incorporated in the comprehensive FY 2026 Revised Budget to account for the May 2026 election.
- The Budget and Research Department is at 64.4% of budgeted amounts, primarily due to three of the four quarterly appraisal services payments to the Tarrant County Appraisal District already having been recorded. Total expenditures for this department are expected to finish the fiscal year at or under budget.

- Parks and Recreation is at 53.4% of budgeted amounts through the second quarter of FY 2026, largely driven by the upfront payment of annual service contracts, such as mowing and landscaping.
- Human Resources is at 54.2% of budgeted amounts through the second quarter of FY 2026, primarily due to costs associated with the RSPiRiT employee recognition event and awards.
- Non-Departmental is at 86.7% of budgeted amounts through the second quarter of FY 2026 due to one-time expenses that will be moved to other funds as part of the FY 2026 Revised Budget, bringing this category back in-line with adopted budget expectations.

## PARKS AND RECREATION FUND

The Parks and Recreation Fund accounts for NRH Centre and Tennis Center operations as well as sales tax resources to build and improve city parks and recreation facilities. Revenue is generated primarily from a dedicated half-cent sales tax and NRH Centre operations.

	FY 2026 Revised Budget	FY 2026 FYTD Actuals	Prior FY FYTD Actuals	FYTD Actuals as % of Budget
<b>Revenue Category</b>				
Sales Tax	\$7,503,261	\$3,914,694	\$3,693,304	52.2%
NRH Centre	3,745,002	1,516,880	1,710,295	40.5%
Tennis Center	510,000	230,976	212,217	45.3%
Other	1,184,372	539,719	1,143,309	45.6%
<b>Total Revenues</b>	<b>\$12,942,635</b>	<b>\$6,202,268</b>	<b>\$6,764,125</b>	<b>47.9%</b>
<b>Expense Category</b>				
Operating Expenses	\$3,861,138	\$1,462,897	\$1,279,775	37.9%
NRH Centre	4,070,743	1,832,176	1,753,502	45.0%
Tennis Center	695,823	309,792	294,452	44.5%
Other	4,314,931	3,204,040	5,205,764	74.3%
<b>Total Expenditures</b>	<b>\$12,942,635</b>	<b>\$6,808,905</b>	<b>\$8,533,493</b>	<b>52.6%</b>

Overall, revenues are at \$6,202,268, or 47.9%, of budgeted amounts. As noted in the General Fund, sales tax collections are strong through March, exceeding the Parks Fund budget to-date by \$192,811. Sales tax collections are 1.6% higher through March when compared to collections through the same period in FY 2025. Staff will continue to monitor sales tax collections closely over the coming months. The NRH Centre is tracking 3.8% behind when compared through the same period in FY 2025, and the Tennis Center is tracking higher by 8.8% when compared through the same period in FY 2025.

Expenditures total \$6,808,905, or 52.6%, of budgeted amounts. As with the General Fund, the elevated balances in the "Other" expenditure category primarily reflect the fully budgeted amounts for capital project transfers already occurring in FY 2026. Operating expenses are .2% lower through March when compared to expenditures through the same period in FY 2025. NRH Centre expenditures are down .6%, and the Tennis Center expenses are up 4.7% when compared to this point in FY 2025.

## CRIME CONTROL DISTRICT FUND

The Crime Control & Prevention District (CCD) is a sales tax supported fund. This revenue source allows the City to provide funding for Police personnel and equipment.

	FY 2026 Revised Budget	FY 2026 FYTD Actuals	Prior FY FYTD Actuals	FYTD Actuals as % of Budget
<b>Revenue Category</b>				
Sales Tax	\$7,494,677	\$3,906,482	\$3,680,868	52.1%
Other	1,805,751	280,857	232,664	15.6%
<b>Total Revenues</b>	<b>\$9,300,428</b>	<b>\$4,187,339</b>	<b>\$3,913,532</b>	<b>45.0%</b>
<b>Expense Category</b>				
Operating Expenses	\$9,215,156	\$4,431,677	\$3,655,490	48.1%
Other	85,272	234	30,674	0.3%
<b>Total Expenditures</b>	<b>\$9,300,428</b>	<b>\$4,431,910</b>	<b>\$3,686,164</b>	<b>47.6%</b>

Overall, revenues are at \$4,187,339, or 45.0%, of budgeted amounts. As mentioned in the General Fund and Parks Fund, sales tax collections in the CCD Fund are strong through March, exceeding budget to-date by \$198,853. Staff will continue to monitor sales tax collections closely. The City has received its Franchise Gas fees for the fiscal year. Total payment of this revenue is \$175,974, which is \$26,199 greater than what was budgeted. The City has not received SRO or Campus Officer reimbursements from BISD yet but expects this payment to be made in June. Victim Assistant Program revenue collection is at 47.4% of budgeted amounts.

Expenditures are at \$4,431,910, or 47.6%, of budgeted amounts. Operating expenditures are at 48.1% of budgeted amounts. The only expenditure categories over 50% are Administration, Partner Agency Funding, and Uniform Patrol. Administration is currently at 79.6% of budgeted amounts, primarily due to the timing of annual software and training expenses. Partner Agency Funding is currently at 72.9% of budgeted amounts, reflecting the City's annual contribution to partner organizations that have already occurred this fiscal year. Uniform Patrol is currently at 53.9% of budgeted amounts, primarily due to higher than anticipated costs for public safety equipment. These increased costs will be incorporated as part of the FY 2026 Revised Budget adoption.

## UTILITY FUND

The Utility Fund accounts for the distribution of water and transportation of wastewater for the residents of the city. All activities necessary to provide such services are accounted for in the fund, including, but not limited to, administration, operations, maintenance, debt service, billing, and collections.

	FY 2026 Revised Budget	FY 2026 FYTD Actuals	Prior FY FYTD Actuals	FYTD Actuals as % of Budget
<b>Revenue Category</b>				
Water Service Charges	\$30,190,818	\$10,364,233	\$9,396,795	34.3%
Sewer Treatment Charges	16,305,462	6,944,754	5,749,724	42.6%
Other Service Charges	803,288	374,704	759,839	46.6%
Other	1,664,708	662,885	665,545	39.8%
<b>Total Revenues</b>	<b>\$48,964,276</b>	<b>\$18,346,546</b>	<b>\$16,571,902</b>	<b>37.5%</b>
<b>Expense Category</b>				
Operating Expenses	\$39,309,425	\$18,755,361	\$17,687,382	47.7%
Other	9,654,851	7,001,776	6,775,285	72.5%
<b>Total Expenditures</b>	<b>\$48,964,276</b>	<b>\$25,757,137</b>	<b>\$24,462,667</b>	<b>52.6%</b>

Overall, revenues are at \$18,346,546, or 37.5% of budgeted amounts. This is a 2.9% increase from the previous fiscal year. Sewer Treatment Charges are up 7.1% when compared to through the same point in the previous fiscal year. Water Service Charges are also up 2.2% when compared to this point in the previous fiscal year. Staff are still working on finalizing utility billing issues that arose during the transition to a new utility billing software in 2025. Revenues are expected to recover by the end of the fiscal year.

Overall, expenditures are at \$25,757,137, or 52.6%, of budgeted amounts. Consistent with other major funds, the elevated balances in the "Other" expenditure category primarily reflect the fully budgeted amount for capital project transfers already occurring in FY 2026. Operating expenses are at 47.7%. This is a 1.2% increase from the previous fiscal year. This category includes the City's contracts with the City of Fort Worth and Trinity River Authority (TRA) for the purchase of water and sewer treatment services. Water purchases from Fort Worth and TRA are below 50% of budgeted amounts. The sewer treatment services with TRA are at 54.0% of their budgeted amount, while the sewer treatment services with Fort Worth are at 25.6% of budgeted amounts.

## SELF INSURANCE FUND

The Self-Insurance Fund is an internal service fund that pays for city-wide expenses related to medical coverage for employees, retirees, and dependents, workers' compensation coverage, property and casualty coverage, life insurance, and all administrative expenses associated with the City's self-insurance program. Revenues come from charges to other City funds, employee and retiree insurance premiums, and reimbursement from insurance carriers such as medical stop loss or for property losses.

Overall, revenues are at \$8,406,351, or 51.0%, of budgeted amounts through the second quarter of FY 2026. This is a 4.8% decrease from the previous fiscal year. Interest income is at 60.0% of budgeted amounts. The Other Income category is at 69.0% of budgeted amounts, primarily due to rebate revenue received from United Healthcare, the City's health insurance provider. These rebates are payments from drug manufacturers through pharmacy benefit managers for prescription drugs dispensed to plan members, and rebate amounts can vary based on drug type and utilization.

Expenditures are at \$8,595,082, or 47.8%, of budgeted amounts through the second quarter of FY 2026. This is a 10.0% decrease from the previous fiscal year. The accounts with the most activity are Property, Liability, and Other Insurance, which are already at 68.5% of their budgeted amounts. This is expected as NRH pays for property insurance, which comprises the majority of this expense category, at the beginning of the fiscal year. Another contributing factor to the decrease in expenses in the Self Insurance Fund is a decrease in Dependent Health Claims, which is currently at 37.0% of budgeted amounts.

## OTHER PROPERTY TAX REVENUE FUNDS

The City collects property tax revenue in three funds. The General Fund is addressed earlier in this report. The two remaining funds are the Debt Service Fund and the Tax Increment Financing (TIF #3) Fund.

### DEBT SERVICE FUND

The Debt Service Fund is the principal fund of the city used to pay for annual debt payments associated with property tax backed debt and self-supported debt. The General Debt Service Fund is supported by the interest & sinking (I&S) portion of the property tax rate, transfers from other funds for self-supported debt, and interest income.

Property tax revenue in the Debt Service Fund is at 99.3% of budgeted amounts through March. As mentioned previously, most property tax collections occur between the months of October and March. Expenditures are in line with expectations, with activity to date primarily related to debt service payments.

### TAX INCREMENT FINANCING (TIF #3) FUND

The Tax Increment Financing Fund is used to account for the collection of property taxes associated with Tax Increment Financing District #3. TIF #3 and a Public Improvement District were created in 2019 to fund public improvements in the City Point Development.

Staff cannot process revenue collections for the TIF #3 Fund until the Tarrant County Tax Assessor-Collector's Office makes their collection report available for all tax increment financing districts in Tarrant County, which occurs in the early summer. Expenditures are currently at 57.6% of budgeted amounts, with a Public Improvement District Contribution of \$39,081. This is a \$18,282 increase when compared to the previous fiscal year.

## SPECIAL REVENUE FUNDS

### COURT SPECIAL REVENUE FUND

The Court Special Revenue Fund was created to account for proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes related to municipal court functions.

Overall, revenues are at 46.3% of budgeted amounts. This is 10.1% decrease from the previous fiscal year. The Police Department upgraded to new ticket writers earlier in FY 2026 which caused a brief disruption to citation activity. Staff expect court revenue to normalize going forward, as the conversion to new ticket writers has been completed. The Warrant Division appears to be tracking higher in expenses when compared to the previous fiscal year, due to the Warrant Division experiencing a vacancy in FY 2025, which has been filled for FY 2026.

### PEG SPECIAL REVENUE FUND

Companies providing cable television service in NRH are required to remit 1% of their gross revenues as Public Educational and Government Access (PEG) fees to the city. In accordance with state and federal regulations, PEG fees are eligible for capital expenditures related to the operation of the city's PEG Access Channel.

Overall, Revenues are at 47.2% of the budgeted amounts. This is a 23.2% increase from the previous fiscal year. The City typically begins to receive PEG Fees in late January, and collections continue through the remainder of the fiscal year. The only expenses incurred so far in the fiscal year are related to camera equipment and electronic file storage.

### ECONOMIC DEVELOPMENT FUND

The City created the Economic Development Fund to make funds available for economic development activities in accordance with Chapter 380 of the Local Government Code. The revenue of this fund is generated from Sales Tax revenues as well as investment income.

Total revenues are at 50.7% of budgeted amounts. The only non-personnel expenses incurred so far are for economic development incentives, which are at 10.7% of the budgeted amount through March.

### TRAFFIC SAFETY FUND

State law changed in June 2019 with the passage of HB 1631, which eliminated this Fund's former main revenue source – the Red-Light Camera Traffic Safety program. As shared with City Council previously, this fund will shut down prior to the end of this fiscal year.

The fund's only activity to date consists of the transfer of fully budgeted amounts to capital project (ST2601 – Transportation Management Project Equipment), along with an encumbrance carried forward from FY 2025 related to personnel equipment. Due to a higher than anticipated ending FY 2025 fund balance amount, Staff is recommending exhausting the remaining fund balance by increasing the transfer to capital project ST2601 by \$51,375 for the comprehensive FY 2026 Revised Budget.

### DONATIONS FUND

This fund accounts for events and operations paid for by contributions and donations. The bulk of the contributions are received through voluntary payments made as part of the water bill to support library activities, the Animal Adoption and Rescue Center, and special events/public art.

Revenues are currently at 71.3% of the budgeted amounts, reflecting higher than anticipated donations activity. Park and Recreation program donations revenue have exceeded budgeted amounts by 10.3%, Library program donations revenue is at 97.8% of budgeted amounts, and Neighborhood Services program donations revenue is at 67.7% of budgeted amounts. Donations revenue can vary based on donor activity, but revenue performance so far has exceeded expectations. Expenditures are currently at 41.7% of budgeted amounts, with most of the year-to-date activity occurring within the Parks & Recreation donations programs, which is at 52.4% of budgeted amounts through March, and the full budgeted transfer supporting a capital project already occurring this fiscal year (ST0904 Grand Avenue).

### GAS DEVELOPMENT FUND

The Gas Development Fund accounts for royalty payments generated from natural gas development on city property.

Revenues are currently at 50.8% of budgeted amounts. Compared through the same period from last fiscal year, the City has collected approximately \$46,000 more in Royalty Payments revenue, or 12.6% increase. No expenditure activity has taken place through March.

## PROMOTIONAL FUND

The Promotional Fund accounts for the use of the city's hotel occupancy tax revenue. Hotel occupancy tax revenues are used primarily to attract tourists and new businesses to the city and for the promotion of city arts and related events.

Overall, revenues are at 41.6% of budgeted amounts, which is consistent with expectations, as Hotel Occupancy Tax revenues are collected quarterly and second quarter payments are received in the months following March. Compared through the same period from last fiscal year, the City has collected approximately \$48,000 more in Hotel Occupancy Tax revenue, or 11.5% increase. This is largely due to additional Hotel Occupancy Tax revenue generated from short-term rentals. Expenditures are at 64.7% of budgeted amounts. As noted in other funds, this higher percentage is primarily driven by the full budgeted transfer supporting a capital project already occurring this fiscal year (PK2613 – City Entry Sign Replacement), as well as the payment of economic development incentives.

## SPECIAL INVESTIGATIONS FUND

The Special Investigation Fund accounts for the accumulation and use of resources from the forfeiture of contraband and certain other specialized police activities. Revenues for this fund are derived from federal and state forfeited funds and the automated fingerprint identification system (AFIS) program. Forfeited funds revenues are dependent on the outcome of cases that go through the judicial system.

Overall, revenues total 43.0% of budgeted amounts. Revenue within this fund is typically volatile and difficult to predict, which staff mitigate by minimizing critical expenditures and ensuring sufficient fund balance to weather revenue downturns. The main driver for this percentage are State Forfeited Funds revenues being at 18.5% of budgeted amounts, Federal Forfeited Funds being at 18.8% of budgeted amounts, and appropriation of fund balance. Expenditures are at 23.0% of budgeted amounts, with the bulk of this activity occurring for firearms and Police equipment.

## DRAINAGE UTILITY FUND

The Drainage Utility Fund accounts for the monthly fees charged to residents and businesses to pay for the cost of drainage improvements throughout the City.

Revenues overall are at 47.3% of budgeted amounts. Interest revenue? Expenditures overall are at 92.4% of budgeted amounts. As discussed in other funds, the majority of expenditures are attributed to the full budgeted amount for capital project transfers already occurring earlier this fiscal year.

## OTHER ENTERPRISE FUNDS

The City utilizes several enterprise funds, which are structured and operate similarly to private businesses. Some of these, including the Utility Fund, Drainage Fund, and the NRH Centre, have been covered previously. Some of the City's other enterprise funds include the Aquatic Park Fund and the Golf Course Fund.

### AQUATIC PARK FUND

The Aquatic Park Fund covers the operations of the NRH2O Family Water Park.

Revenues overall are at 3.1% of budgeted amounts. Attendance and revenues are expected to be near-zero during the off-season and ramp up once the water park opens for the season. Expenditures overall are at 33.2% of budgeted amounts, with primary expenses categories being transfers for capital projects, debt service payments (most of which have already been processed for the fiscal year) and personnel related expenses.

### GOLF COURSE FUND

The Golf Course Fund covers the operations of the Iron Horse Golf Course.

Revenues overall are at 49.7% of the budgeted amounts, a 6.4% increase compared to the same period in the prior fiscal year. Expenditures overall are at 57.1% of budgeted amounts, an 8.7% increase when compared to the same period of the previous fiscal year. Overall, performance is consistent with budgeted expectations.

## INTERNAL SERVICE FUNDS

The Internal Service Funds are comprised of four funds: the Fleet Services Fund, the Information Technology Fund, the Facilities & Construction Management Fund, and the Self Insurance Fund that was covered earlier in this report. The primary purpose of these funds is to account for the goods and services that one part of the organization provides to all other organizational functions. Based on this, the primary revenue sources for these funds are transfers from the departments receiving the internal goods/services, which cover the costs of fulfilling their operational needs. These transfers reflect the number of months elapsed in the fiscal year.

### FLEET SERVICES FUND

The Fleet Services Fund is an internal service fund used for the acquisition and financing of replacement vehicles, and the maintenance, repair, and operating expenses for all vehicles.

Revenues are at 50.7% of budgeted amounts. Operating expenditures are at 53.9% of budgeted amounts. Consistent with other funds, the majority of expenditures are attributable to fully budgeted capital project transfers that occurred earlier in the fiscal year.

### INFORMATION TECHNOLOGY FUND

The Information Technology Fund is an internal service fund which serves the City's Information Technology needs.

Revenues are at 50.2% of budgeted amounts. Operating expenditures are at 58.2% of budgeted amounts. This is primarily attributable to the timing of software and hardware related expenditures for the fiscal year. Expenditures are expected to fall within budgeted expectations.

### FACILITIES & CONSTRUCTION MANAGEMENT FUND

The Facilities & Construction Management Fund is an internal service fund used for the documentation of expenses for building maintenance on all city-maintained facilities.

Revenues are at 56.8% of budgeted amounts. Operating expenditures are at 40.1% of budgeted amounts. No expenditure categories exceed 50%.

## CIP PROJECT STATUS UPDATE

The Capital Improvement Program represents the City’s plan for capital investment within the community and provides a framework for identifying capital requirements, scheduling projects, and identifying future fiscal year impacts. The Capital Improvement Program is reviewed annually during the budget process to identify new and upcoming needs in the community and to reflect changes in priorities.

### STREET & SIDEWALK

TOTAL NO. OF PROJECTS	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
<b>23</b>	<b>\$46.2M</b>	<b>\$30.4M</b>	<b>65.9%</b>

#### STREETS CAPITAL PROJECTS

PROJECT NAME	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
DAVID COURT (CDBG)	58,172	0	0.0%
SMITHFIELD SAFE ROUTES TO SCHOOL	779,658	588,507	75.5%
SIDEWALK REHABILITATION AND REPLACE	100,000	50,000	50.0%
SIDEWALK RIGHT-OF-WAY ACQUISITION	65,000	0	0.0%
PREVENTIVE STREET MAINTENANCE 23-24	2,000,000	1,792,124	89.6%
PREVENTIVE STREET MAINT (2024-25)	4,000,554	4,256,648	106.4%
PREVENTIVE STREET MAINT. (2025-26)	4,000,000	0	0.0%
GRAND AVENUE ACCESS RD	275,000	0	0.0%
MAIN ST & SNIDER ST EXT PROJECT	3,407,147	494,865	14.5%
TEXRAIL SIGNAL TIMING COORD	63,174	32,299	51.1%
NE PKWY DAVIS BLVD TRAFF SIGNAL	787,335	445,635	56.6%
GLENVIEW DRIVE EAST PROJECT	5,794,703	5,558,827	95.9%
GLENVIEW DRIVE WEST	6,515,000	5,293,952	81.3%
MAIN STREET	2,747,084	2,697,720	98.2%
HARMONSON ROAD	2,880,886	2,866,606	99.5%
ACTS COURT RETAINING WALL	165,000	149,100	90.4%
PEDESTRIAN CONNECTIVITY ENHANCEMENT	279,000	55,650	19.9%
HSIP INTERSECTION IMPROVEMENTS	911,358	891,357	97.8%
NORTH RICHLAND BOULEVARD	4,558,522	4,383,682	96.2%
TRANSPORTATION MGMT PROJECT 23-24	215,550	214,755	99.6%
CHAPMAN ROAD	5,403,543	670,700	12.4%
TRANSPORT MGMT PROJ EQUIP (2025-26)	551,398	0	0.0%
CROSSWALK PAVER REPLACEMENT (2025-26)	615,195	0	0.0%
<b>TOTAL</b>	<b>\$46,173,279</b>	<b>\$30,442,427</b>	<b>65.9%</b>

## DRAINAGE

TOTAL NO. OF PROJECTS	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
11	\$5.9M	\$1.4M	23.7%

### DRAINAGE CAPITAL PROJECTS

PROJECT NAME	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
BEWLEY DRIVE DRAINAGE IMPROVE	57,740	4,360	7.6%
CHANNEL CLEANING STREET DR IMP	70,139	70,000	99.8%
NORTHWEST STONYBROOK DRAINAGE IMPRO	194,543	55,200	28.4%
MEADOW LAKES BFC-7 DRAINAGE IMPROVE	1,012,653	267,429	26.4%
MISC DRAINAGE IMPROVEMENTS FY24	389,950	347,900	89.2%
CHANNEL CLEANING FOR FY24	100,000	100,000	100.0%
STREET DRAINAGE IMPROVEMENTS PROJEC	124,570	100,000	80.3%
STREET DRAINAGE IMPROVEMENTS 25-26	500,000	451,087	90.2%
CB-1 CONCRETE CHANNEL REPAIR	3,090,443	0	0.0%
MISC. DRAINAGE IMPROVEMENTS (FY26)	150,000	0	0.0%
BRIARWOOD ADDITION DRAINAGE IMPROVE	200,000	0	0.0%
<b>TOTAL</b>	<b>\$5,890,038</b>	<b>\$1,395,976</b>	<b>23.7%</b>

## FACILITIES

TOTAL NO. OF PROJECTS	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
13	\$8.1M	\$3.2M	39.3%

### FACILITIES CAPITAL PROJECTS

PROJECT NAME	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
OSRAM ENCELUM LIGHTING NRH CENTRE	267,150	254,900	95.4%
NRH CENTRE DECTRON REPLACE ENGR	1,879,999	1,873,719	99.7%
CITY HALL BALCONY ENG/DEMO/REPLACE	441,000	178,682	40.5%
ENG/DESIGN FUEL STORAGE TANK REPLAC	225,000	35,520	15.8%
GENERATOR REPLACE AT FIRE STATION 4	653,550	241,899	37.0%
PUBLIC LIBRARY ROOF REPLACEMENT, BU	500,000	48,750	9.8%
GENERATOR HMGP GRANT	1,150,987	49,819	4.3%
GENERATOR AT FS #5 PROFESSIONAL SER	850,000	274,474	32.3%
GENERATOR AT FS #1 PROFESSIONAL SER	566,000	173,187	30.6%
GENERATOR AT COLLEGE HILLS PUMP STA	1,186,063	0	0.0%
CITY HALL MAIN LOBBY CAN LIGHT FIXT	53,000	49,960	94.3%
REFURBISH (4) UPS'S AT CITY HALL MA	269,000	0	0.0%
CONSTRUCT HYDRO EXCAVATION DRYING P	55,000	0	0.0%
<b>TOTAL</b>	<b>\$8,096,749</b>	<b>\$3,180,909</b>	<b>39.3%</b>

UTILITY

TOTAL NO. OF PROJECTS	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
17	\$29.1M	\$15.6M	53.9%

UTILITY CAPITAL PROJECTS

PROJECT NAME	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
BIG FOSSIL CREEK WW OUTFALL	2,166,888	1,634,542	75.4%
MAIN SNIDER CENTER UTILITY PR	225,000	64,769	28.8%
CONN PUMP STATION REHAB	2,534,310	2,520,845	99.5%
SMALL WATER MAIN REPL 2021	462,066	450,766	97.6%
MISC WATER SEWER MAIN REPL 2021	451,568	447,116	99.0%
BIG FOSSIL INT REHAB PRJ	2,930,615	487,952	16.7%
SANITARY SEWER BY-PASS LINE	2,211,860	2,170,111	98.1%
WATAUGA ROAD 24" TRANSMISSION MAIN	6,150,000	55,305	0.9%
LEAD AND COPPER SERVICE LINE ASSESS	479,090	479,090	100.0%
SEWER MAIN REPLACEMENT - LOWERY LN	351,165	234,712	66.8%
CELLULAR METER READING PROJECT	6,611,719	6,513,528	98.5%
IMPACT FEE UPDATE	160,000	0	0.0%
WATAUGA PUMP STATION ELECTRICAL IMP	199,000	199,000	100.0%
CONN PUMP STATION PERM GENERATOR	1,250,000	439,574	35.2%
WATER VALVE REPLACEMENT PROJECT	135,000	0	0.0%
WATAUGA PUMP STATION GENERATOR PROJ	1,600,000	0	0.0%
WATAUGA GROUND STORAGE TANK REHABIL	1,200,000	0	0.0%
<b>TOTAL</b>	<b>\$29,118,281</b>	<b>\$15,697,310</b>	<b>53.9%</b>

## PARKS & RECREATION

TOTAL NO. OF ACTIVE PROJECTS	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
14	\$2.3M	\$674k	29.9%

### PARKS AND RECREATION CAPITAL PROJECTS

PROJECT NAME	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
RL TENNIS CENTER INFRA MAINT	42,000	34,753	82.7%
CP TRAIL DEV @ ONCOR EASEMENT	195,114	186,767	95.7%
PARK INFRASTRUCTURE MAINTENANCE 2023	220,000	195,925	89.1%
TRAIL INFRASTRUCTURE MAINTENANCE	40,000	31,309	78.3%
POND BATHYMETRY STUDY	40,000	36,265	90.7%
PARK INFRASTRUCTURE MAINTENANCE 202	245,000	143,436	58.5%
TRAIL INFRASTRUCTURE MAINTENANCE 20	40,000	0	0.0%
2025 PARKS AND REC MASTER PLAN	116,389	42,300	36.3%
NRH CENTRE AQUATICS OUTDOOR RENTABL	60,000	0	0.0%
JOHN BARFIELD TRAIL SPRING OAK EXTE	550,000	0	0.0%
JB SANDLIN PARK PLAYGROUND REPLACEM	280,000	0	0.0%
LAKES OF HOMETOWN DOCK REPLACEMENT	150,000	3,650	2.4%
NRH CENTRE FITNESS FLOORING AND CAR	174,000	0	0.0%
CITY ENTRY SIGN REPLACEMENT	100,000	0	0.0%
<b>TOTAL</b>	<b>\$2,252,503</b>	<b>\$674,404</b>	<b>29.9%</b>

## ECONOMIC DEV.

TOTAL NO. OF PROJECTS	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
2	\$640K	\$441K	68.9%

### ECONOMIC DEVELOPMENT CAPITAL PROJECTS

PROJECT NAME	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
BUSINESS IMP & GROWTH PROG (BIG)	390,291	341,181	87.4%
DAVIS BOULEVARD REVITALIZATION	250,000	100,000	40.0%
<b>TOTAL</b>	<b>\$640,291</b>	<b>\$441,181</b>	<b>68.9%</b>

MAJOR CAPITAL

TOTAL NO. OF PROJECTS      FY 2026 REVISED      TOTAL EXPENDED      % EXPENDED

**24**                              **\$13.2M**                      **\$10.7M**                      **81.0%**

MAJOR CAPITAL EQUIPMENT CAPITAL PROJECTS

PROJECT NAME	FY 2026 REVISED	TOTAL	
		EXPENDED	% EXPENDED
BRUSH TRUCK REPLACEMENT (#967)	281,500	253,452	90.0%
AMBULANCE REPLACEMENT (#991)	458,637	425,865	92.9%
REPLACEMENT AMBULANCE FOR UNIT 9001	479,125	460,460	96.1%
SCHEDULED REPLACE FIRE PUMPER 975	1,275,547	1,244,509	97.6%
REPLACE INT. DUMP TRUCK (#487)	190,000	170,817	89.9%
REPLACE INT. DUMP TRUCK (#6636)	190,000	170,817	89.9%
REPLACE INT. DUMP TRUCK (#6637)	190,000	170,817	89.9%
AMBULANCE REPLACEMENT (#9009)	556,584	480,869	86.4%
FIRE MAINTENANCE COLUMN LIFTS	90,000	86,908	96.6%
VICTIM ASSISTANCE AND REHAB UNIT	330,000	329,962	100.0%
ERP SYSTEM REPLACEMENT	3,815,475	3,798,200	99.5%
SCADA SYSTEM UPGRADE	68,920	68,920	100.0%
ARPA CAMERA-ACCESS CONTROL SECURITY	680,000	640,107	94.1%
ARPA - GIS INFRASTRUCTURE UPDATE	200,000	199,484	99.7%
NRH CENTRE CLUB MGMT SOFTWARE	180,000	146,576	81.4%
NETWORK REFRESH	1,300,000	980,771	75.4%
NRH2O WI-FI IMPROVEMENTS	175,000	154,076	88.0%
TECHNOLOGY UPGRADES	1,305,905	733,681	56.2%
MAINT/REPLACE PLC DOOR SOFTWARE	550,000	0	0.0%
MEETING BROADCAST EQUIPMENT REPLACE	177,886	0	0.0%
ANNUAL NETWORK EQUIPMENT REFRESH	68,500	67,043	97.9%
REPLACE FIRE STATION ALERTING SYSTE	125,000	0	0.0%
REMOTE SITE NETWORK REFRESH	150,000	143,871	95.9%
ACCESS CONTROL UPGRADE FOR CITY HAL	402,500	0	0.0%
<b>TOTAL</b>	<b>\$13,240,579</b>	<b>\$10,727,203</b>	<b>81.0%</b>

**AQUATIC PARK**

TOTAL NO. OF PROJECTS	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
5	\$9.5M	\$8.8M	92.6%

**AQUATIC PARK CAPITAL PROJECTS**

PROJECT NAME	FY 2026 REVISED	TOTAL EXPENDED	% EXPENDED
GRN XTRME REPLACE DESIGN AND CONST	8,082,786	8,074,655	99.9%
KIDDIE AREA RENOVATION AND CONSTR	510,000	437,083	85.7%
NRH2O GENERAL FACILITY IMPROVEMENTS	150,000	135,612	90.4%
NRH2O ENTRY SIGN	100,000	93,344	93.3%
NRH2O DOUBLE DIPPER TOWER RENOVATION	696,650	94,430	13.6%
<b>TOTAL</b>	<b>\$9,539,436</b>	<b>\$8,835,123</b>	<b>92.6%</b>

## APPENDIX: FINANCIAL SCHEDULES

Financial schedules for each of the appropriated operating funds discussed within the financial report are included in this appendix.

GENERAL FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
General Fund (100)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised
<b>Revenues</b>							
Taxes	\$ 49,895,953	\$ 49,895,953	\$ 39,105,300	78.4%	\$ 47,318,001	\$ 36,905,658	78.0%
Fines & Forfeitures	1,643,552	1,643,552	806,451	49.1%	1,632,079	993,711	60.9%
Licenses & Permits	2,235,420	2,235,420	1,194,696	53.4%	2,718,834	1,210,725	44.5%
Charges for Services	3,739,496	3,739,496	1,939,670	51.9%	3,722,683	1,633,662	43.9%
Intergovernmental	5,740,242	5,740,242	2,767,216	48.2%	5,554,581	2,703,549	48.7%
Miscellaneous	3,703,995	3,703,995	1,795,564	48.5%	2,728,742	1,560,437	57.2%
<b>Total Operating Revenues</b>	<b>\$ 66,958,658</b>	<b>\$ 66,958,658</b>	<b>\$ 47,608,895</b>	<b>71.1%</b>	<b>\$ 63,674,920</b>	<b>\$ 45,007,741</b>	<b>70.7%</b>
Appropriation of Fund Balance	-	244,645	122,323	50.0%	-	-	100.0%
<b>Total Resources</b>	<b>\$ 66,958,658</b>	<b>\$ 67,203,303</b>	<b>\$ 47,731,218</b>	<b>71.0%</b>	<b>\$ 63,674,920</b>	<b>\$ 45,007,741</b>	<b>70.7%</b>
<b>Expenditures</b>							
City Council	\$ 134,030	\$ 134,030	\$ 38,319	28.6%	\$ 135,436	\$ 50,764	37.5%
City Manager	889,143	951,776	490,493	51.5%	949,948	398,514	42.0%
Communications	544,416	544,416	268,055	49.2%	517,330	252,112	48.7%
City Secretary	726,286	751,559	391,632	52.1%	691,490	297,636	43.0%
Legal	515,000	515,000	148,069	28.8%	580,166	173,841	30.0%
Human Resources	175,822	175,822	95,283	54.2%	187,164	85,006	45.4%
Finance	942,353	942,353	421,040	44.7%	938,018	463,482	49.4%
Budget & Research	566,422	566,422	364,790	64.4%	552,780	336,337	60.8%
Municipal Court	1,793,692	1,793,692	785,597	43.8%	1,688,853	773,650	45.8%
Planning	562,207	572,207	270,239	47.2%	488,097	215,166	44.1%
Economic Development	403,271	403,271	197,654	49.0%	407,859	201,620	49.4%
Library	2,712,509	2,712,541	1,230,334	45.4%	2,560,922	1,154,018	45.1%
Community Development	3,820,869	3,834,652	1,658,759	43.3%	3,605,193	1,649,243	45.7%
Public Works	3,641,908	3,648,468	1,697,851	46.5%	3,465,575	1,569,974	45.3%
Parks and Recreation	1,677,354	1,680,408	896,973	53.4%	1,626,693	907,427	55.8%
Police	20,664,430	20,685,953	9,673,216	46.8%	19,935,389	9,452,589	47.4%
Fire	18,019,452	18,052,815	8,419,147	46.6%	17,485,028	7,987,317	45.7%
Building Services	899,730	899,730	449,865	50.0%	899,730	449,865	50.0%
Non-Departmental	4,137,010	4,205,434	3,644,269	86.7%	3,990,290	2,774,248	69.5%
<b>Total Operating Expenditures</b>	<b>\$ 62,825,904</b>	<b>\$ 63,070,549</b>	<b>\$ 31,141,585</b>	<b>49.4%</b>	<b>\$ 60,705,961</b>	<b>\$ 29,192,809</b>	<b>48.1%</b>
Capital Project Transfers	4,000,000	4,000,000	4,000,000	100.0%	2,640,000	2,640,000	100.0%
Operational Transfers	132,754	132,754	66,377	50.0%	328,959	191,932	58.3%
Public Educational Governmental (PEG) Reserve	-	-	-	0.0%	-	-	0.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Other Expenditures</b>	<b>\$ 4,132,754</b>	<b>\$ 4,132,754</b>	<b>\$ 4,066,377</b>	<b>98.4%</b>	<b>\$ 2,968,959</b>	<b>\$ 2,831,932</b>	<b>95.4%</b>
<b>Total Adopted Expenditures</b>	<b>\$ 66,958,658</b>	<b>\$ 67,203,303</b>	<b>\$ 35,207,962</b>	<b>52.4%</b>	<b>\$ 63,674,920</b>	<b>\$ 32,024,741</b>	<b>50.3%</b>
Balance	\$ -	\$ -	\$ 12,523,256	100.0%	\$ -	\$ 12,983,001	100.0%

PARKS AND RECREATION FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Parks and Recreation Fund (125, 126, 360, 361)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Sales Tax	\$ 7,503,261	\$ 7,503,261	\$ 3,914,694	52.2%	\$ 7,300,152	\$ 3,693,304	50.6%
NRH Centre	3,745,002	3,745,002	1,516,880	40.5%	3,860,902	1,710,295	44.3%
Tennis Center Revenue	510,000	510,000	230,976	45.3%	596,000	217,217	36.4%
Athletic Program Service Revenue	155,000	155,000	68,395	44.1%	145,000	72,120	49.7%
Park Impact Fee	20,000	20,000	18,993	95.0%	79,000	14,242	18.0%
Youth Assoc. Maintenance Fees	20,300	20,300	35,348	174.1%	16,300	16,596	101.8%
Other Income	434,250	434,250	139,572	32.1%	267,450	178,142	66.6%
<b>Total Operating Revenues</b>	<b>\$ 12,387,813</b>	<b>\$ 12,387,813</b>	<b>\$ 5,924,857</b>	<b>47.8%</b>	<b>\$ 12,264,804</b>	<b>\$ 5,901,916</b>	<b>48.1%</b>
Appropriation of Fund Balance	554,822	554,822	277,411	50.0%	1,724,417	862,209	50.0%
<b>Total Resources</b>	<b>\$ 12,942,635</b>	<b>\$ 12,942,635</b>	<b>\$ 6,202,268</b>	<b>47.9%</b>	<b>\$ 13,989,221</b>	<b>\$ 6,764,125</b>	<b>48.4%</b>
<b>Expenditures</b>							
Parks Facilities Dev. Admin.	\$ 734,812	\$ 734,812	\$ 360,657	49.1%	\$ 783,958	\$ 385,366	49.2%
Maintenance & Operations	2,821,674	2,821,674	985,593	34.9%	2,290,742	781,922	34.1%
NRH Centre	4,070,743	4,070,743	1,832,176	45.0%	3,847,417	1,753,502	45.6%
Tennis Center Operations	695,823	695,823	309,792	44.5%	739,496	294,452	39.8%
Athletic Program Services	176,029	176,029	73,726	41.9%	175,904	69,566	39.5%
Non-Departmental	128,623	128,623	42,921	33.4%	91,567	42,921	46.9%
<b>Total Operating Expenditures</b>	<b>\$ 8,627,704</b>	<b>\$ 8,627,704</b>	<b>\$ 3,604,864</b>	<b>41.8%</b>	<b>\$ 7,929,084</b>	<b>\$ 3,327,728</b>	<b>42.0%</b>
Debt Service Payment	410,505	410,505	205,253	50.0%	421,005	210,503	50.0%
Capital Project Transfers	2,686,252	2,686,252	2,389,701	89.0%	4,942,421	4,664,870	94.4%
Indirect Cost & Economic Development Transfe	656,789	656,789	328,394	50.0%	651,711	324,892	49.9%
Planned Contributions to Fund Balance	561,385	561,385	280,693	50.0%	11,000	5,500	50.0%
<b>Total Other &amp; Reserves Expenditures</b>	<b>\$ 4,314,931</b>	<b>\$ 4,314,931</b>	<b>\$ 3,204,040</b>	<b>74.3%</b>	<b>\$ 6,026,137</b>	<b>\$ 5,205,764</b>	<b>86.4%</b>
<b>Total Adopted Expenditures</b>	<b>\$ 12,942,635</b>	<b>\$ 12,942,635</b>	<b>\$ 6,808,905</b>	<b>52.6%</b>	<b>\$ 13,955,221</b>	<b>\$ 8,533,493</b>	<b>61.1%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (606,636)</b>	<b>-100.0%</b>	<b>\$ 34,000</b>	<b>\$ (1,769,368)</b>	<b>-5204.0%</b>

CRIME CONTROL DISTRICT FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
 Crime Control District Fund (130)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Sales Tax	\$ 7,494,677	\$ 7,494,677	\$ 3,906,482	52.1%	\$ 7,286,839	\$ 3,680,868	50.5%
Franchise Fees	149,775	149,775	175,974	117.5%	139,868	151,973	108.7%
SRO Reimbursement (BISD)	1,156,397	1,156,397	-	0.0%	828,113	-	0.0%
Victim Assistance Program	58,297	58,297	27,636	47.4%	45,214	22,797	50.4%
Miscellaneous	366,980	366,980	40,096	10.9%	123,978	57,894	46.7%
<b>Total Operating Revenues</b>	<b>\$ 9,226,126</b>	<b>\$ 9,226,126</b>	<b>\$ 4,150,188</b>	<b>45.0%</b>	<b>\$ 8,424,012</b>	<b>\$ 3,913,532</b>	<b>46.5%</b>
Appropriation of Fund Balance	66,850	74,302	37,151	50.0%	-	-	100.0%
<b>Total Resources</b>	<b>\$ 9,292,976</b>	<b>\$ 9,300,428</b>	<b>\$ 4,187,339</b>	<b>45.0%</b>	<b>\$ 8,424,012</b>	<b>\$ 3,913,532</b>	<b>46.5%</b>
<b>Expenditures</b>							
Administration	\$ 20,578	\$ 20,578	\$ 16,384	79.6%	\$ 20,393	\$ 11,789	57.8%
Community Resources	2,296,456	2,302,248	937,415	40.7%	2,084,241	862,982	41.4%
Victim Assistance Program	325,295	325,295	71,774	22.1%	30,962	14,345	46.3%
Investigations	894,595	894,595	434,527	48.6%	753,393	388,126	51.5%
Uniform Patrol	4,696,254	4,697,914	2,532,228	53.9%	4,109,049	1,932,416	47.0%
Technical Services	567,339	567,339	259,106	45.7%	545,158	261,418	48.0%
Property / Evidence	93,642	93,642	21,582	23.0%	85,083	27,826	32.7%
Partner Agency Funding	58,589	58,589	42,700	72.9%	55,123	40,630	73.7%
Non-Departmental	254,956	254,956	115,959	45.5%	647,087	115,959	17.9%
<b>Total Operating Expenditures</b>	<b>\$ 9,207,704</b>	<b>\$ 9,215,156</b>	<b>\$ 4,431,677</b>	<b>48.1%</b>	<b>\$ 8,330,489</b>	<b>\$ 3,655,490</b>	<b>43.9%</b>
Operating Transfers	85,272	85,272	234	0.3%	93,523	30,674	32.8%
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 9,292,976</b>	<b>\$ 9,300,428</b>	<b>\$ 4,431,910</b>	<b>47.7%</b>	<b>\$ 8,424,012</b>	<b>\$ 3,686,164</b>	<b>43.8%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (244,571)</b>	<b>-100.0%</b>	<b>\$ -</b>	<b>\$ 227,368</b>	<b>100.0%</b>

UTILITY FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Utility Fund (410)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Water Service Charges and Fees	\$ 30,190,818	\$ 30,190,818	\$ 10,364,233	34.3%	\$ 29,228,408	\$ 9,396,795	32.1%
Sewer Treatment Charges and Fees	16,305,462	16,305,462	6,944,754	42.6%	16,185,840	5,749,724	35.5%
Other Service Charges & Fees	803,288	803,288	374,704	46.6%	1,449,715	759,839	52.4%
Miscellaneous	913,800	913,800	287,401	31.5%	1,062,100	665,545	62.7%
<b>Total Operating Revenues</b>	<b>\$ 48,213,368</b>	<b>\$ 48,213,368</b>	<b>\$ 17,971,092</b>	<b>37.3%</b>	<b>\$ 47,926,063</b>	<b>\$ 16,571,902</b>	<b>34.6%</b>
Appropriation of Fund Balance	691,887	750,908	375,454	50.0%	-	-	0.0%
<b>Total Resources</b>	<b>\$ 48,905,255</b>	<b>\$ 48,964,276</b>	<b>\$ 18,346,546</b>	<b>37.5%</b>	<b>\$ 47,926,063</b>	<b>\$ 16,571,902</b>	<b>34.6%</b>
<b>Expenses</b>							
Water Service Expenses	\$ 18,810,522	\$ 18,860,322	\$ 8,673,952	46.0%	\$ 17,305,616	\$ 7,638,624	44.1%
Sewer Service Expenses	11,610,532	11,610,532	5,610,145	48.3%	11,229,403	5,605,160	49.9%
Utility Billing and Support	2,859,978	2,869,199	1,394,718	48.6%	3,056,328	1,393,190	45.6%
Administration	396,698	396,698	201,015	50.7%	384,666	181,122	47.1%
Development	1,412,478	1,412,478	688,664	48.8%	1,386,750	672,646	48.5%
Utility Construction Crew & Support	1,384,536	1,384,536	617,964	44.6%	1,323,879	581,096	43.9%
Right of Way Maintenance	340,679	340,679	106,661	31.3%	330,041	108,079	32.7%
Building Services	1,852,138	1,852,138	926,069	50.0%	1,852,138	926,069	50.0%
Non-Departmental	582,843	582,843	536,173	92.0%	1,114,701	581,397	52.2%
<b>Total Operating Expenses</b>	<b>\$ 39,250,404</b>	<b>\$ 39,309,425</b>	<b>\$ 18,755,361</b>	<b>47.7%</b>	<b>\$ 37,983,522</b>	<b>\$ 17,687,382</b>	<b>46.6%</b>
Debt Service Payment	\$ 2,383,795	\$ 2,383,795	\$ 1,895,574	79.5%	\$ 2,453,538	\$ 2,078,483	84.7%
Franchise Fee	1,395,508	1,395,508	625,396	44.8%	1,261,825	534,713	42.4%
Indirect Costs	2,182,176	2,182,176	1,091,088	50.0%	2,182,176	1,091,088	50.0%
Transfer for IT Purchases & Support	251,800	251,800	125,900	50.0%	175,000	87,500	50.0%
Payment in Lieu of Taxes	355,509	355,509	177,755	50.0%	399,222	199,611	50.0%
Capital Project Transfers	3,086,063	3,086,063	3,086,063	100.0%	2,086,600	2,086,600	100.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	1,394,580	697,290	50.0%
<b>Total Adopted Expenses</b>	<b>\$ 48,905,255</b>	<b>\$ 48,964,276</b>	<b>\$ 25,757,137</b>	<b>52.6%</b>	<b>\$ 47,936,463</b>	<b>\$ 24,462,667</b>	<b>51.0%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (7,410,591)</b>	<b>-100.0%</b>	<b>\$ (10,400)</b>	<b>\$ (7,890,765)</b>	<b>75872.7%</b>

SELF INSURANCE FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Self Insurance Fund (540)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Health / Medical City Contribution	\$ 8,428,727	\$ 8,428,727	\$ 4,205,903	49.9%	\$ 8,583,282	\$ 4,245,776	49.5%
Health / Medical Employee Contribution	2,334,685	2,334,685	1,167,411	50.0%	2,103,155	1,114,260	53.0%
Worker's Comp & Admin (City Contribution)	524,196	524,196	260,163	49.6%	529,296	264,853	50.0%
Other Insurance (City Contribution)	1,831,800	1,831,800	915,900	50.0%	1,831,800	915,900	50.0%
Flexible Spending Account (Employee Contribut	117,500	117,500	63,169	53.8%	110,000	53,792	48.9%
Stop Loss Insurance Reimbursement	600,000	600,000	249,866	41.6%	3,600,000	2,907,204	80.8%
Interest Income	737,300	737,300	441,746	59.9%	867,600	510,360	58.8%
Other Income	800,000	800,000	552,208	69.0%	650,000	194,814	30.0%
<b>Total Operating Revenues</b>	<b>\$ 15,374,390</b>	<b>\$ 15,374,390</b>	<b>\$ 7,856,457</b>	<b>51.1%</b>	<b>\$ 18,275,133</b>	<b>\$ 10,206,960</b>	<b>55.9%</b>
Appropriation of Fund Balance	1,004,534	1,099,787	549,894	50.0%	-	-	0.0%
<b>Total Resources</b>	<b>\$ 16,378,924</b>	<b>\$ 16,474,177</b>	<b>\$ 8,406,351</b>	<b>51.0%</b>	<b>\$ 18,275,133</b>	<b>\$ 10,206,960</b>	<b>55.9%</b>
<b>Expenditures</b>							
Health / Medical	\$ 13,137,180	\$ 13,139,050	\$ 5,936,736	45.2%	\$ 14,808,595	\$ 8,739,582	59.0%
Worker's Compensation	515,000	515,000	196,807	38.2%	515,000	144,677	28.1%
Personnel Expenses	759,106	759,106	348,676	45.9%	790,669	405,007	51.2%
Property, Liability, and Other Insurance	1,748,382	1,748,382	1,198,029	68.5%	1,831,800	1,200,003	65.5%
Flexible Spending Account Expense	117,500	117,500	58,955	50.2%	110,000	54,618	49.7%
Non-departmental	101,756	195,140	139,892	71.7%	205,259	9,420	4.6%
<b>Total Operating Expenditures</b>	<b>\$ 16,378,924</b>	<b>\$ 16,474,177</b>	<b>\$ 7,879,095</b>	<b>47.8%</b>	<b>\$ 18,261,323</b>	<b>\$ 10,553,307</b>	<b>57.8%</b>
Transfer to Retiree Health Care Fund	-	-	-	0.0%	-	-	0.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	13,810	6,905	50.0%
<b>Total Adopted Expenditures</b>	<b>\$ 16,378,924</b>	<b>\$ 16,474,177</b>	<b>\$ 7,879,095</b>	<b>47.8%</b>	<b>\$ 18,275,133</b>	<b>\$ 10,560,212</b>	<b>57.8%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 527,256</b>	<b>100.0%</b>	<b>\$ -</b>	<b>\$ (353,251)</b>	<b>-100.0%</b>

DEBT SERVICE FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Debt Service Fund (200)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Property Taxes	\$ 12,509,495	\$ 12,509,495	\$ 12,420,941	99.3%	\$ 13,090,527	\$ 12,904,200	98.6%
Transfer-In	793,318	793,318	396,659	50.0%	822,105	411,053	50.0%
Other Revenues	90,000	90,000	72,616	80.7%	131,800	77,524	58.8%
<b>Total Revenues</b>	<b>\$ 13,392,813</b>	<b>\$ 13,392,813</b>	<b>\$ 12,890,216</b>	<b>96.2%</b>	<b>\$ 14,044,432</b>	<b>\$ 13,392,777</b>	<b>95.4%</b>
Appropriation of Fund Balance	-	-	-	0.0%	84,075	42,038	50.0%
<b>Total Resources</b>	<b>\$ 13,392,813</b>	<b>\$ 13,392,813</b>	<b>\$ 12,890,216</b>	<b>96.2%</b>	<b>\$ 14,128,507</b>	<b>\$ 13,434,815</b>	<b>95.1%</b>
<b>Expenditures</b>							
Existing Bonds & C.O.'s	\$ 13,377,473	\$ 13,377,473	\$ 11,957,569	89.4%	\$ 14,113,167	\$ 12,353,326	87.5%
Issuance Cost / Paying Agent Fees	15,340	15,340	491	3.2%	15,340	(1,552)	-10.1%
Bond Defeasance / Refunding	-	-	-	0.0%	-	-	0.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 13,392,813</b>	<b>\$ 13,392,813</b>	<b>\$ 11,958,060</b>	<b>89.3%</b>	<b>\$ 14,128,507</b>	<b>\$ 12,351,774</b>	<b>87.4%</b>
Balance	\$ -	\$ -	\$ 932,156	100.0%	\$ -	\$ 1,083,041	100.0%

TIF #3 DEBT SERVICE FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
TIF #3 Debt Service Fund (653, 654)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Property Taxes	\$ 318,476	\$ 318,476	\$ -	0.0%	\$ 128,240	\$ -	0.0%
Tarrant County	-	-	-	0.0%	46,883	-	0.0%
Investment Income	9,200	9,200	5,172	56.2%	-	-	0.0%
<b>Total Revenues</b>	<b>\$ 318,476</b>	<b>\$ 318,476</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 175,123</b>	<b>\$ -</b>	<b>0.0%</b>
Appropriation of Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Resources</b>	<b>\$ 327,676</b>	<b>\$ 327,676</b>	<b>\$ 5,172</b>	<b>1.6%</b>	<b>\$ 175,123</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Expenditures</b>							
Public Improvement District Contribution	\$ 28,500	\$ 28,500	\$ 39,081	137.1%	\$ 28,500	\$ 20,799	73.0%
Planned Contributions to Fund Balance	299,176	299,176	149,588	50.0%	146,623	73,312	50.0%
<b>Total Adopted Expenditures</b>	<b>\$ 327,676</b>	<b>\$ 327,676</b>	<b>\$ 188,669</b>	<b>57.6%</b>	<b>\$ 175,123</b>	<b>\$ 94,110</b>	<b>53.7%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (183,497)</b>	<b>-100.0%</b>	<b>\$ -</b>	<b>\$ (94,110)</b>	<b>-100.0%</b>

MUNICIPAL COURT SPECIAL REVENUE FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Municipal Court Special Revenue Fund (160)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Court Fees	\$ 14,736	\$ 14,736	\$ 8,600	58.4%	\$ 14,942	\$ 7,846	52.5%
Municipal Court Technology Fee	44,831	44,831	18,620	41.5%	25,167	21,930	87.1%
Municipal Court Building Security Fee	51,260	51,260	22,720	44.3%	50,396	26,730	53.0%
Local Truancy Prevention / Diversion Fee	70,056	70,056	25,258	36.1%	55,318	29,817	53.9%
Other	60,834	60,834	31,593	51.9%	67,808	37,469	55.3%
<b>Total Operating Revenues</b>	<b>\$ 241,717</b>	<b>\$ 241,717</b>	<b>\$ 106,792</b>	<b>44.2%</b>	<b>\$ 213,631</b>	<b>\$ 123,793</b>	<b>57.9%</b>
Appropriation of Fund Balance	71,670	142,132	71,066	50.0%	48,820	24,410	50.0%
<b>Total Resources</b>	<b>\$ 313,387</b>	<b>\$ 383,849</b>	<b>\$ 177,858</b>	<b>46.3%</b>	<b>\$ 262,451</b>	<b>\$ 148,203</b>	<b>56.5%</b>
<b>Expenditures</b>							
Warrant Division	\$ 111,574	\$ 111,574	\$ 56,047	50.2%	\$ 48,996	\$ 7,364	15.0%
Teen Court Division	93,504	93,504	44,810	47.9%	90,774	43,568	48.0%
Court IT Technology/Equipment	108,069	178,531	81,971	45.9%	85,676	250	0.3%
Non-departmental	240	240	-	0.0%	118	-	0.0%
<b>Total Operating Expenditures</b>	<b>\$ 313,387</b>	<b>\$ 383,849</b>	<b>\$ 182,828</b>	<b>47.6%</b>	<b>\$ 225,564</b>	<b>\$ 51,182</b>	<b>22.7%</b>
Planned Contributions to Fund Balance	-	-	-	0.0%	36,887	18,444	50.0%
Transfer to Info. Tech Capital Projects	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 313,387</b>	<b>\$ 383,849</b>	<b>\$ 182,828</b>	<b>47.6%</b>	<b>\$ 262,451</b>	<b>\$ 69,625</b>	<b>26.5%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (4,970)</b>	<b>-100.0%</b>	<b>\$ -</b>	<b>\$ 78,578</b>	<b>100.0%</b>

PUBLIC, EDUCATIONAL, AND GOVERNMENTAL ACCESS CHANNELS "PEG" SPECIAL REVENUE FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026

Public, Educational, and Governmental Access Channels "PEG" Special Revenue Fund (165)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
PEG Fees	\$ 45,400	\$ 45,400	\$ 17,393	38.31%	\$ 157,600	\$ 19,979	12.7%
Other	33,800	33,800	16,801	49.71%	37,100	21,824	58.83%
<b>Total Operating Revenues</b>	<b>\$ 79,200</b>	<b>\$ 79,200</b>	<b>\$ 34,195</b>	<b>43.18%</b>	<b>\$ 194,700</b>	<b>\$ 41,804</b>	<b>21.47%</b>
Appropriation of Fund Balance	114,391	114,391	57,196	50.00%	19,419	9,710	50.00%
<b>Total Resources</b>	<b>\$ 193,591</b>	<b>\$ 193,591</b>	<b>\$ 91,390</b>	<b>47.21%</b>	<b>\$ 214,119</b>	<b>\$ 51,513</b>	<b>24.06%</b>
<b>Expenditures</b>							
Equipment Expenses	\$ 193,591	\$ 193,591	\$ 11,057	5.71%	\$ 36,233	\$ -	0.00%
Transfer to IT Capital	-	-	-	0.00%	177,886	177,886	100.00%
<b>Total Operating Expenditures</b>	<b>\$ 193,591</b>	<b>\$ 193,591</b>	<b>\$ 11,057</b>	<b>5.71%</b>	<b>\$ 214,119</b>	<b>\$ 177,886</b>	<b>83.08%</b>
Planned Contributions to Fund Balance	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
<b>Total Adopted Expenditures</b>	<b>\$ 193,591</b>	<b>\$ 193,591</b>	<b>\$ 11,057</b>	<b>5.71%</b>	<b>\$ 214,119</b>	<b>\$ 177,886</b>	<b>83.08%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,334</b>	<b>100.00%</b>	<b>\$ -</b>	<b>\$ (126,373)</b>	<b>-100.00%</b>

ECONOMIC DEVELOPMENT FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Economic Development Fund (140)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Park Fund Transfer In	\$ 187,582	\$ 187,582	\$ 93,791	50.0%	\$ 182,504	\$ 90,288	49.5%
Other	26,400	26,400	16,426	62.2%	35,000	20,092	57.4%
<b>Total Operating Revenues</b>	<b>\$ 213,982</b>	<b>\$ 213,982</b>	<b>\$ 110,217</b>	<b>51.5%</b>	<b>\$ 217,504</b>	<b>\$ 110,381</b>	<b>50.7%</b>
Appropriation of Fund Balance	143,830	228,830	114,415	50.0%	120,496	60,248	50.0%
<b>Total Resources</b>	<b>\$ 357,812</b>	<b>\$ 442,812</b>	<b>\$ 224,632</b>	<b>50.7%</b>	<b>\$ 338,000</b>	<b>\$ 170,629</b>	<b>50.5%</b>
<b>Expenditures</b>							
Economic Development	\$ 66,812	\$ 66,812	\$ 13,949	20.9%	\$ -	\$ -	0.0%
Other Expenses	\$ 291,000	\$ 376,000	\$ 38,512	10.2%	\$ 338,000	\$ 74,008	21.9%
Transfer to IT Capital	-	-	-	0.0%	-	-	0.0%
<b>Total Operating Expenditures</b>	<b>\$ 357,812</b>	<b>\$ 442,812</b>	<b>\$ 52,461</b>	<b>11.8%</b>	<b>\$ 338,000</b>	<b>\$ 74,008</b>	<b>21.9%</b>
Planned Contributions to Fund Balance	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 357,812</b>	<b>\$ 442,812</b>	<b>\$ 52,461</b>	<b>11.8%</b>	<b>\$ 338,000</b>	<b>\$ 74,008</b>	<b>21.9%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 172,171</b>	<b>100.0%</b>	<b>\$ -</b>	<b>\$ 96,621</b>	<b>100.0%</b>

TRAFFIC SAFETY FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Traffic Safety Fund (150)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Redlight Camera Fines	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Interest Income	-	-	385	100.0%	14,200	8,361	58.9%
<b>Total Operating Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 385</b>	<b>100.0%</b>	<b>\$ 14,200</b>	<b>\$ 8,361</b>	<b>58.9%</b>
Appropriation of Fund Balance	171,880	176,165	88,083	50.0%	397,046	198,523	50.0%
<b>Total Resources</b>	<b>\$ 171,880</b>	<b>\$ 176,165</b>	<b>\$ 88,467</b>	<b>50.2%</b>	<b>\$ 411,246</b>	<b>\$ 206,884</b>	<b>50.3%</b>
<b>Expenditures</b>							
Contractor Payments	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Program Administration	-	-	-	0.0%	-	-	0.0%
Payment to State	-	-	-	0.0%	-	-	0.0%
Traffic Enforcement / Traffic Safety	-	-	-	0.0%	32,500	32,500	100.0%
Pedestrian Safety	-	4,285	4,285	100.0%	103,241	10,896	10.6%
<b>Total Operating Expenditures</b>	<b>-</b>	<b>4,285</b>	<b>4,285</b>	<b>100.0%</b>	<b>135,741</b>	<b>43,396</b>	<b>32.0%</b>
Transfer to Capital Projects	171,880	171,880	171,880	100.0%	275,505	275,505	100.0%
Planned Contribution to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 171,880</b>	<b>\$ 176,165</b>	<b>\$ 176,165</b>	<b>100.0%</b>	<b>\$ 411,246</b>	<b>\$ 318,901</b>	<b>77.5%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (87,698)</b>	<b>-100.0%</b>	<b>\$ -</b>	<b>\$ (112,016)</b>	<b>-100.0%</b>

DONATIONS FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Donation Fund (110)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Parks & Recreation Program Donations	\$ 95,767	\$ 95,767	\$ 105,589	110.3%	\$ 101,450	\$ 57,414	56.6%
Library Program Donations	41,500	41,500	40,579	97.8%	43,500	20,971	48.2%
Neighborhood Services Program Donations	91,800	91,800	61,473	67.0%	89,800	26,392	29.4%
Public Safety Program Donations	24,634	24,634	3,190	12.9%	30,476	2,720	8.9%
Teen Court Program Donations	4,120	4,120	1,076	26.1%	4,100	1,772	43.2%
Investment Income	29,040	29,040	17,500	60.3%	35,200	20,251	57.5%
Other Income	-	-	-	0.0%	-	50,000	100.0%
<b>Total Operating Revenues</b>	<b>\$ 286,861</b>	<b>\$ 286,861</b>	<b>\$ 229,407</b>	<b>80.0%</b>	<b>\$ 304,526</b>	<b>\$ 179,519</b>	<b>59.0%</b>
Appropriation of Fund Balance	114,524	116,524	58,262	50.0%	18,637	9,319	50.0%
<b>Total Resources</b>	<b>\$ 401,385</b>	<b>\$ 403,385</b>	<b>\$ 287,669</b>	<b>71.3%</b>	<b>\$ 323,163</b>	<b>\$ 188,838</b>	<b>58.4%</b>
<b>Expenditures</b>							
Parks & Recreation Programs	\$ 140,163	\$ 140,163	\$ 73,413	52.4%	\$ 114,000	\$ 46,082	40.4%
Library Programs	79,975	81,975	16,768	20.5%	74,075	16,838	22.7%
Neighborhood Services Programs	96,143	96,143	21,358	22.2%	96,143	25,765	26.8%
Public Safety Programs	26,104	26,104	6,498	24.9%	20,306	4,956	24.4%
Teen Court Program	4,000	4,000	-	0.0%	4,000	-	0.0%
<b>Total Operating Expenditures</b>	<b>\$ 351,385</b>	<b>\$ 353,385</b>	<b>\$ 118,037</b>	<b>33.4%</b>	<b>\$ 308,524</b>	<b>\$ 93,641</b>	<b>30.4%</b>
Capital Projects Transfers	50,000	50,000	50,000	100.0%	14,639	14,639	100.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 401,385</b>	<b>\$ 403,385</b>	<b>\$ 168,037</b>	<b>41.7%</b>	<b>\$ 323,163</b>	<b>\$ 108,280</b>	<b>33.5%</b>
Balance	\$ -	\$ -	\$ 119,632	100.0%	\$ -	\$ 80,557	100.0%

GAS DEVELOPMENT FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Gas Development Fund (145)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Royalty Payments	\$ 363,273	\$ 363,273	\$ 173,633	47.8%	\$ 363,273	\$ 127,735	35.2%
Interest Income	33,800	33,800	33,739	99.8%	108,700	63,915	58.8%
Miscellaneous	-	-	-	0.0%	-	-	0.0%
<b>Total Operating Revenues</b>	<b>\$ 397,073</b>	<b>\$ 397,073</b>	<b>\$ 207,372</b>	<b>52.2%</b>	<b>\$ 471,973</b>	<b>\$ 191,649</b>	<b>40.6%</b>
Appropriation of Fund Balance	-	663,588	331,794	50.0%	2,448,027	1,224,014	-86.4%
<b>Total Resources</b>	<b>\$ 397,073</b>	<b>\$ 1,060,661</b>	<b>\$ 539,166</b>	<b>50.8%</b>	<b>\$ 2,920,000</b>	<b>\$ 1,415,663</b>	<b>48.5%</b>
<b>Expenditures</b>							
Non-Departmental	\$ 36,000	\$ 1,060,661	\$ -	0.0%	\$ 2,920,000	\$ 510,000	17.5%
<b>Total Operating Expenditures</b>	<b>\$ 36,000</b>	<b>\$ 1,060,661</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 2,920,000</b>	<b>\$ 510,000</b>	<b>17.5%</b>
Transfer to Capital Projects	-	-	-	0.0%	-	-	0.0%
Interfund Loan	-	-	-	0.0%	-	-	0.0%
Planned Contributions to Fund Balance	361,073	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 397,073</b>	<b>\$ 1,060,661</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 2,920,000</b>	<b>\$ 510,000</b>	<b>17.5%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 539,166</b>	<b>100.0%</b>	<b>\$ -</b>	<b>\$ 905,663</b>	<b>100.0%</b>

PROMOTIONAL FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Promotional Fund (105)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Hotel/Motel Occupancy Taxes	\$ 417,500	\$ 417,500	\$ 159,427	38.2%	\$ 417,500	\$ 111,437	26.7%
Interest Income	38,200	38,200	18,428	48.2%	40,000	24,342	60.9%
Other	-	-	101	100.0%	-	(12)	-100.0%
<b>Total Operating Revenues</b>	<b>\$ 455,700</b>	<b>\$ 455,700</b>	<b>\$ 177,955</b>	<b>39.1%</b>	<b>\$ 457,500</b>	<b>\$ 135,767</b>	<b>29.7%</b>
Appropriation of Fund Balance	139,326	140,026	70,013	50.0%	39,753	19,877	50.0%
<b>Total Resources</b>	<b>\$ 595,026</b>	<b>\$ 595,726</b>	<b>\$ 247,968</b>	<b>41.6%</b>	<b>\$ 497,253</b>	<b>\$ 155,643</b>	<b>31.3%</b>
<b>Expenditures</b>							
Economic Development	\$ 310,665	\$ 310,665	\$ 209,765	67.5%	\$ 294,542	\$ 171,477	58.2%
Cultural & Leisure	183,924	184,624	75,720	41.0%	202,406	64,269	31.8%
Non-Departmental	100,437	100,437	100,198	99.8%	305	99	32.3%
<b>Total Operating Expenditures</b>	<b>\$ 595,026</b>	<b>\$ 595,726</b>	<b>\$ 385,683</b>	<b>64.7%</b>	<b>\$ 497,253</b>	<b>\$ 235,844</b>	<b>47.4%</b>
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 595,026</b>	<b>\$ 595,726</b>	<b>\$ 385,683</b>	<b>64.7%</b>	<b>\$ 497,253</b>	<b>\$ 235,844</b>	<b>47.4%</b>
Balance	\$ -	\$ -	\$ (137,715)	-100.0%	\$ -	\$ (80,201)	-100.0%

SPECIAL INVESTIGATIONS FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Special Investigations Fund (115)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Federal Forfeited Funds	90,000	90,000	16,879	18.8%	50,000	35,153	70.3%
State Forfeited Funds	32,500	32,500	6,000	18.5%	35,000	2,353	6.7%
Local Forfeited Funds	1,000	1,000	-	0.0%	1,000	-	0.0%
AFIS Reimbursements	-	-	-	0.0%	-	-	0.0%
Other Income	17,000	17,000	26,126	153.7%	79,807	69,551	87.1%
<b>Total Operating Revenues</b>	<b>\$ 140,500</b>	<b>\$ 140,500</b>	<b>\$ 49,006</b>	<b>34.9%</b>	<b>\$ 165,807</b>	<b>\$ 107,057</b>	<b>64.6%</b>
Appropriation of Fund Balance	120,500	163,537	81,769	50.0%	95,901	47,951	50.0%
<b>Total Resources</b>	<b>\$ 261,000</b>	<b>\$ 304,037</b>	<b>\$ 130,774</b>	<b>43.0%</b>	<b>\$ 261,708</b>	<b>\$ 155,007</b>	<b>59.2%</b>
<b>Expenditures</b>							
Federal Forfeited Funds	\$ 175,000	\$ 197,287	\$ 67,036	34.0%	\$ 175,000	\$ 33,123	18.9%
State Forfeiture Funds	85,000	105,750	2,840	2.7%	85,000	1,628	1.9%
Local Forfeited funds	1,000	1,000	-	0.0%	1,000	-	0.0%
AFIS Maintenance & Equipment	-	-	-	0.0%	708	708	99.9%
Other Expenditures	-	-	-	0.0%	-	-	0.0%
<b>Total Operating Expenditures</b>	<b>\$ 261,000</b>	<b>\$ 304,037</b>	<b>\$ 69,876</b>	<b>23.0%</b>	<b>\$ 261,708</b>	<b>\$ 35,458</b>	<b>13.5%</b>
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 261,000</b>	<b>\$ 304,037</b>	<b>\$ 69,876</b>	<b>23.0%</b>	<b>\$ 261,708</b>	<b>\$ 35,458</b>	<b>13.5%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,898</b>	<b>100.0%</b>	<b>\$ -</b>	<b>\$ 119,549</b>	<b>100.0%</b>

DRAINAGE UTILITY FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Drainage Utility Fund (120)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Drainage Fees	\$ 1,714,600	\$ 1,714,600	\$ 783,981	45.7%	\$ 1,732,442	\$ 650,169	37.5%
Interest Income	126,200	126,200	14,600	11.6%	142,200	83,657	58.8%
Other	-	-	-	0.0%	-	-	0.0%
<b>Total Operating Revenues</b>	<b>\$ 1,840,800</b>	<b>\$ 1,840,800</b>	<b>\$ 798,581</b>	<b>43.4%</b>	<b>\$ 1,874,642</b>	<b>\$ 733,826</b>	<b>39.1%</b>
Appropriation of Fund Balance	2,596,290	2,596,290	1,298,145	50.0%	-	-	0.0%
<b>Total Resources</b>	<b>\$ 4,437,090</b>	<b>\$ 4,437,090</b>	<b>\$ 2,096,726</b>	<b>47.3%</b>	<b>\$ 1,874,642</b>	<b>\$ 733,826</b>	<b>39.1%</b>
<b>Expenditures</b>							
Drainage Utility Crew	\$ 411,217	\$ 411,217	\$ 161,907	39.4%	\$ 407,978	\$ 184,979	45.3%
Non-departmental	360	360	-	0.0%	3,240	535	16.5%
<b>Total Operating Expenditures</b>	<b>\$ 411,577</b>	<b>\$ 411,577</b>	<b>\$ 161,907</b>	<b>39.3%</b>	<b>\$ 411,218</b>	<b>\$ 185,514</b>	<b>45.1%</b>
Debt Service Payments	175,513	175,513	87,756	50.0%	184,800	92,400	50.0%
Capital Project Transfers	3,850,000	3,850,000	3,850,000	100.0%	125,000	125,000	100.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	1,153,624	576,812	50.0%
<b>Total Adopted Expenditures</b>	<b>\$ 4,437,090</b>	<b>\$ 4,437,090</b>	<b>\$ 4,099,663</b>	<b>92.4%</b>	<b>\$ 1,874,642</b>	<b>\$ 979,726</b>	<b>52.3%</b>
Balance	\$ -	\$ -	\$ (2,002,937)	-100.0%	\$ -	\$ (245,900)	-100.0%

AQUATIC PARK FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Aquatic Park Fund (430)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Admissions	\$ 4,508,080	\$ 4,508,080	\$ 152,396	3.4%	\$ 4,382,080	\$ 105,653	2.4%
Food and Beverage	1,108,520	1,108,520	6,733	0.6%	1,088,520	5,053	0.5%
Merchandise	220,000	220,000	166	0.1%	220,000	9	0.0%
Rentals	372,000	372,000	662	0.2%	372,000	1,615	0.4%
Interest Income	45,500	45,500	36,160	79.5%	51,400	30,256	58.9%
Other Income	15,000	15,000	364	2.4%	15,000	8,488	56.6%
<b>Total Operating Revenues</b>	<b>\$ 6,269,100</b>	<b>\$ 6,269,100</b>	<b>\$ 196,481</b>	<b>3.1%</b>	<b>\$ 6,129,000</b>	<b>\$ 151,074</b>	<b>2.5%</b>
Appropriation of Fund Balance	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
<b>Total Resources</b>	<b>\$ 6,269,100</b>	<b>\$ 6,269,100</b>	<b>\$ 196,481</b>	<b>3.1%</b>	<b>\$ 6,129,000</b>	<b>\$ 151,074</b>	<b>2.5%</b>
<b>Expenses</b>							
General Services	\$ 893,840	\$ 888,840	\$ 316,542	35.6%	\$ 925,694	\$ 310,991	33.6%
Parks & Public Grounds	142,518	142,518	18,769	13.2%	128,459	19,000	14.8%
Aquatics	905,243	910,243	127,381	14.0%	895,228	102,751	11.5%
Maintenance	937,138	937,138	257,156	27.4%	736,101	255,826	34.8%
Business Office	64,170	64,170	4,582	7.1%	59,764	4,313	7.2%
Marketing / Advertising	478,877	478,877	102,193	21.3%	386,615	57,708	14.9%
Gift Shop	202,858	202,858	47,656	23.5%	155,658	43,975	28.3%
Food	273,799	276,444	27,152	9.8%	236,886	24,033	10.1%
Ice Cream Shop	204,391	204,391	15,116	7.4%	159,123	14,030	8.8%
Funnel Cake	48,665	50,507	404	0.8%	46,916	1,307	2.8%
Food Service Building	384,442	386,825	33,314	8.6%	327,747	30,102	9.2%
Group Sales	26,241	26,241	1,797	6.8%	22,056	2,065	9.4%
Admissions	184,863	184,863	40,710	22.0%	212,787	39,626	18.6%
Elements of Fun	-	-	-	0.0%	-	-	0.0%
Birthday Parties	95,757	95,757	5,028	5.3%	76,805	6,330	8.2%
Catering	65,725	65,725	6,585	10.0%	49,726	3,695	7.4%
Rentals	26,504	26,504	4,490	16.9%	9,823	5,858	59.6%
Northfield	-	-	-	0.0%	-	-	0.0%
Non-Departmental	122,930	122,930	59,117	48.1%	119,181	59,117	49.6%
<b>Total Operating Expenses</b>	<b>\$ 5,057,961</b>	<b>\$ 5,064,832</b>	<b>\$ 1,067,992</b>	<b>21.1%</b>	<b>\$ 4,548,569</b>	<b>\$ 980,727</b>	<b>21.6%</b>
Debt Service Payment	1,007,899	1,007,899	842,265	83.6%	959,919	498,426	51.9%
Capital Project Transfers	150,000	150,000	150,000	100.0%	550,000	550,000	100.0%
Planned Contributions to Fund Balance	53,240	46,369	23,185	50.0%	70,512	35,256	50.0%
<b>Total Adopted Expenses</b>	<b>\$ 6,269,100</b>	<b>\$ 6,269,100</b>	<b>\$ 2,083,442</b>	<b>33.2%</b>	<b>\$ 6,129,000</b>	<b>\$ 2,064,409</b>	<b>33.7%</b>
Balance	\$ -	\$ -	\$ (1,886,961)	-100.0%	\$ -	\$ (1,913,335)	-100.0%

GOLF COURSE FUND



CITY OF NORTH RICHLAND HILLS

Monthly Financial Report for March 2026  
Golf Course Fund (420, 422, 424, 426)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Green Fees	\$ 2,141,175	\$ 2,141,175	\$ 837,114	39.1%	\$ 1,960,400	\$ 714,672	36.5%
Pro Shop	306,205	306,205	125,680	41.0%	283,319	104,908	37.0%
Driving Range	154,915	154,915	82,250	53.1%	157,966	58,513	37.0%
Carts	435,848	435,848	214,510	49.2%	380,175	192,174	50.5%
Food & Beverage	793,152	793,152	317,685	40.1%	762,282	313,732	41.2%
Miscellaneous	17,500	17,500	336,756	1924.3%	-	150,983	100.0%
<b>Total Operating Revenue</b>	<b>\$ 3,848,795</b>	<b>\$ 3,848,795</b>	<b>\$ 1,913,995</b>	<b>49.7%</b>	<b>\$ 3,544,142</b>	<b>\$ 1,534,982</b>	<b>43.3%</b>
Interfund Loan	-	-	-	0.0%	-	-	0.0%
Appropriation of Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Resources</b>	<b>\$ 3,848,795</b>	<b>\$ 3,848,795</b>	<b>\$ 1,913,995</b>	<b>49.7%</b>	<b>\$ 3,544,142</b>	<b>\$ 1,534,982</b>	<b>43.3%</b>
<b>Expenses</b>							
Pro Shop	\$ 235,144	\$ 235,144	\$ 117,329	49.9%	\$ 220,629	\$ 110,818	50.2%
Pro Shop: Cost of Goods Sold	190,629	190,629	74,984	39.3%	171,077	63,042	36.9%
Driving Range	11,700	11,700	6,177	52.8%	8,900	7,297	82.0%
Golf Carts	405,828	405,828	202,775	50.0%	372,634	193,389	51.9%
Course Maintenance	1,064,458	1,064,458	457,411	43.0%	1,002,533	408,183	40.7%
Food & Beverage	322,653	322,653	138,282	42.9%	291,633	151,339	51.9%
Food & Beverage: Cost of Goods Sold	233,879	233,879	97,066	41.5%	227,451	91,216	40.1%
Sales & Membership	125,200	125,200	63,117	50.4%	125,066	57,115	45.7%
General & Administrative	648,516	648,516	640,505	98.8%	665,744	284,202	42.7%
Clubhouse	-	-	-	0.0%	-	-	0.0%
Management Fees	153,251	153,251	63,100	41.2%	141,766	80,287	56.6%
Equipment Repair and Replacement	-	-	-	0.0%	-	-	0.0%
<b>Total Operating Expenses</b>	<b>\$ 3,391,258</b>	<b>\$ 3,391,258</b>	<b>\$ 1,860,746</b>	<b>54.9%</b>	<b>\$ 3,227,433</b>	<b>\$ 1,446,886</b>	<b>44.8%</b>
Debt Service Payment	291,490	291,490	254,334	87.3%	298,187	257,768	86.4%
Planned Contributions to Fund Balance	166,047	166,047	83,024	50.0%	18,522	9,261	50.0%
<b>Total Adopted Expenses</b>	<b>\$ 3,848,795</b>	<b>\$ 3,848,795</b>	<b>\$ 2,198,104</b>	<b>57.1%</b>	<b>\$ 3,544,142</b>	<b>\$ 1,713,915</b>	<b>48.4%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (284,109)</b>	<b>-100.0%</b>	<b>\$ -</b>	<b>\$ (178,933)</b>	<b>-100.0%</b>

FLEET SERVICES FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Fleet Services Fund (520)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Internal Service Charge	\$ 4,200,425	\$ 4,270,425	\$ 2,135,213	50.0%	\$ 4,475,382	\$ 2,237,691	50.0%
Interest Income	86,100	86,100	60,562	70.3%	143,600	84,491	58.8%
Sale of City Property	110,000	110,000	81,968	74.5%	58,797	43,850	74.6%
Miscellaneous	-	-	1	100.0%	-	14,798	100.0%
<b>Total Operating Revenue</b>	<b>\$ 4,396,525</b>	<b>\$ 4,466,525</b>	<b>\$ 2,277,743</b>	<b>51.0%</b>	<b>\$ 4,677,779</b>	<b>\$ 2,380,830</b>	<b>50.9%</b>
Appropriation of Fund Balance	1,056,474	2,282,425	1,141,213	50.0%	532,528	266,264	50.0%
<b>Total Resources</b>	<b>\$ 5,452,999</b>	<b>\$ 6,748,950</b>	<b>\$ 3,418,956</b>	<b>50.7%</b>	<b>\$ 5,210,307</b>	<b>\$ 2,647,094</b>	<b>50.8%</b>
<b>Expenses</b>							
Administration	\$ 316,696	\$ 316,696	\$ 156,820	49.5%	\$ 273,724	\$ 110,965	40.5%
Fleet Services Operations	1,886,862	1,898,428	915,387	48.2%	1,914,306	885,393	46.3%
Fire Fleet Maintenance Operations	583,756	583,756	231,020	39.6%	666,172	327,012	49.1%
Vehicle and Equipment Purchases	1,057,694	2,292,749	847,205	37.0%	1,995,784	123,685	6.2%
Non-Departmental	44,107	93,437	30,224	32.3%	144,021	21,514	14.9%
<b>Total Operating Expenses</b>	<b>\$ 3,889,115</b>	<b>\$ 5,185,066</b>	<b>\$ 2,180,656</b>	<b>42.1%</b>	<b>\$ 4,994,007</b>	<b>\$ 1,468,569</b>	<b>29.4%</b>
Debt Service Payment	207,300	207,300	103,650	50.0%	216,300	108,150	50.0%
Capital Project Transfers	1,356,584	1,356,584	1,356,584	100.0%	-	-	0.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenses</b>	<b>\$ 5,452,999</b>	<b>\$ 6,748,950</b>	<b>\$ 3,640,890</b>	<b>53.9%</b>	<b>\$ 5,210,307</b>	<b>\$ 1,576,719</b>	<b>30.3%</b>
Balance	\$ -	\$ -	\$ (221,934)	-100.0%	\$ -	\$ 1,070,375	100.0%

INFORMATION TECHNOLOGY FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Information Technology Fund (530)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Internal Service Charge	\$ 5,797,935	\$ 5,797,935	\$ 2,882,897	49.7%	\$ 5,604,768	\$ 2,804,641	50.0%
Reimbursement from General Fund	102,100	102,100	51,050	50.0%	239,044	119,522	50.0%
Transmitter Lease	180,000	180,000	100,755	56.0%	180,000	99,125	55.1%
Miscellaneous	18,400	18,400	26,690	145.1%	24,229	15,937	65.8%
<b>Total Operating Revenue</b>	<b>\$ 6,098,435</b>	<b>\$ 6,098,435</b>	<b>\$ 3,061,392</b>	<b>50.2%</b>	<b>\$ 6,048,041</b>	<b>\$ 3,039,225</b>	<b>50.3%</b>
Appropriation of Fund Balance	392,877	754,642	377,321	50.0%	351,352	175,676	50.0%
<b>Total Resources</b>	<b>\$ 6,491,312</b>	<b>\$ 6,853,077</b>	<b>\$ 3,438,713</b>	<b>50.2%</b>	<b>\$ 6,399,393</b>	<b>\$ 3,214,901</b>	<b>50.2%</b>
<b>Expenses</b>							
Administration	\$ 5,067,259	\$ 5,240,027	\$ 3,130,005	59.7%	\$ 4,640,117	\$ 2,600,540	56.0%
Major Computer Systems	-	-	-	0.0%	-	-	0.0%
Microcomputer Systems	-	-	-	0.0%	-	-	0.0%
Telecommunications	-	-	-	0.0%	-	-	0.0%
Data Network	-	-	-	0.0%	-	-	0.0%
GIS System	-	-	-	0.0%	-	-	0.0%
Public Safety	1,098,785	1,204,927	797,935	66.2%	1,268,976	742,016	58.5%
Non-departmental	325,268	408,123	59,882	14.7%	121,800	10,394	8.5%
<b>Total Operating Expenses</b>	<b>\$ 6,491,312</b>	<b>\$ 6,853,077</b>	<b>\$ 3,987,823</b>	<b>58.2%</b>	<b>\$ 6,030,893</b>	<b>\$ 3,352,950</b>	<b>55.6%</b>
Capital Project Transfers	-	-	-	0.0%	368,500	368,500	100.0%
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenses</b>	<b>\$ 6,491,312</b>	<b>\$ 6,853,077</b>	<b>\$ 3,987,823</b>	<b>58.2%</b>	<b>\$ 6,399,393</b>	<b>\$ 3,721,450</b>	<b>58.2%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (549,110)</b>	<b>-100.0%</b>	<b>\$ -</b>	<b>\$ (506,549)</b>	<b>-100.0%</b>

FACILITIES & CONSTRUCTION MANAGEMENT FUND



**CITY OF NORTH RICHLAND HILLS**

Monthly Financial Report for March 2026  
Facilities & Construction Management Fund (510)

	Adopted Budget	Revised Budget	Actuals through Period 6	Actuals as % of Revised Budget	PY Revised Budget	PY Actuals through Period 6	PY Actuals as % of Revised Budget
<b>Revenues</b>							
Internal Service Charge	\$ 3,207,011	\$ 3,207,011	\$ 1,603,505	50.0%	\$ 3,207,011	\$ 1,603,505	50.0%
Interest Income	9,700	9,700	13,152	135.6%	66,000	38,833	58.8%
Other Income	-	-	14	100.0%	-	-	0.0%
Rent from Rental Properties	-	-	-	0.0%	-	-	0.0%
Intergovernmental	500,000	500,000	500,000	100.0%	-	-	0.0%
<b>Total Operating Revenue</b>	<b>\$ 3,716,711</b>	<b>\$ 3,716,711</b>	<b>\$ 2,116,672</b>	<b>57.0%</b>	<b>\$ 3,273,011</b>	<b>\$ 1,642,338</b>	<b>50.2%</b>
Appropriation of Fund Balance	53,492	55,780	27,890	50.0%	1,828,086	914,043	50.0%
<b>Total Resources</b>	<b>\$ 3,770,203</b>	<b>\$ 3,772,491</b>	<b>\$ 2,144,562</b>	<b>56.8%</b>	<b>\$ 5,101,097</b>	<b>\$ 2,556,381</b>	<b>50.1%</b>
<b>Expenditures</b>							
Administration	\$ 284,705	\$ 284,705	\$ 134,349	47.2%	\$ 273,916	\$ 132,194	48.3%
Building Service Operations	3,289,068	3,300,546	1,358,553	41.2%	3,279,003	1,508,198	46.0%
Rental Property Program	-	-	-	0.0%	-	-	0.0%
Non-departmental	196,430	187,240	21,743	11.6%	44,628	21,743	48.7%
<b>Total Operating Expenditures</b>	<b>\$ 3,770,203</b>	<b>\$ 3,772,491</b>	<b>\$ 1,514,645</b>	<b>40.1%</b>	<b>\$ 3,597,547</b>	<b>\$ 1,662,135</b>	<b>46.2%</b>
Capital Project Transfers	\$ -	\$ -	\$ -	0.0%	\$ 1,503,550	\$ 653,550	43.5%
Planned Contributions to Fund Balance	-	-	-	0.0%	-	-	0.0%
<b>Total Adopted Expenditures</b>	<b>\$ 3,770,203</b>	<b>\$ 3,772,491</b>	<b>\$ 1,514,645</b>	<b>40.1%</b>	<b>\$ 5,101,097</b>	<b>\$ 2,315,685</b>	<b>45.4%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 629,917</b>	<b>100.0%</b>	<b>\$ -</b>	<b>\$ 240,696</b>	<b>100.0%</b>



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager **DATE:** May 26, 2026

**SUBJECT:** Fund Balance and Reserve Policy Update

**PRESENTER:** Chase Fosse, Director of Budget & Research

**SUMMARY:**

Staff will present proposed revisions to the City's Fund Balance and Reserve Policy.

**GENERAL DESCRIPTION:**

Staff will present proposed revisions to the City's Fund Balance and Reserve Policy. This policy underwent significant revisions in early 2025 to strengthen policy requirements by increasing minimum reserve amounts and the number of funds the policy applies to. The proposed revisions maintain existing requirements, expand the policy to cover all budgeted expenditures, and clarify terms and definitions.



# DRAFT FUND BALANCE AND RESERVE POLICY

## City of North Richland Hills

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Email: [Accounting@nrhtx.com](mailto:Accounting@nrhtx.com)

Website: [www.nrhtx.com](http://www.nrhtx.com)

Adopted On: **TBD**

Tel: 817.427.6166

4301 City Point Dr.

North Richland Hills, TX 76180



## 1.0 Purpose

The purpose of this policy is to establish guidelines for fund balances - a key element contributing to the financial stability of the City of North Richland Hills (the City). It is essential that the City maintain adequate levels of reserve balances to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. Standard & Poor's Global Rating Services, Moody's Ratings, and the Government Finance Officers Association (GFOA) recommend the establishment of a formal fund balance policy to facilitate adequate municipal reserve levels that provide structural balance of operations.

This policy will ensure that the City maintains an adequate fund balance for the purposes of:

1. Providing sufficient cash flow liquidity for the City's general governmental operations,
2. Securing and maintaining investment grade bond ratings,
3. Mitigating significant economic downturns or revenue shortfalls
4. Providing funds for unforeseen expenditures related to emergencies, and
5. Articulation of long-term financial planning objectives.

## 2.0 Definitions

The Governmental Accounting Standards Board ("GASB") issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions ("GASB-54"). One objective of this standard was to improve the understandability of fund balance information by providing clear fund balance classifications. GASB-54 established the following five classifications:

- A. Non-spendable - includes amounts that are not in a spendable form or are required to be maintained intact. Examples include inventory and prepaid expenses.
- B. Restricted - includes amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, grantors, or contributors; or amounts constrained due to regulations of other governments. Examples include grant awards and bond proceeds.
- C. Committed - Includes amounts that are limited to specific purposes that are internally imposed by the City through formal action of the City Council.

Commitments may be changed or removed only by formal action of the City Council. This includes balances formally approved by the City Council during the budget adoption and amendment process. The formal action must be approved by the City Council prior to the end of the fiscal year in which the commitment will be reflected on the financial statements.

- D. Assigned - includes amounts that are intended for specific purposes that are considered neither restricted nor committed. Intent can be expressed by the City Council, or by an official to which the City Council delegates authority. Assignment of fund balance are less formal than commitments and do not require formal action for their imposition or removal. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- E. Unassigned - the residual classification of amounts in the General Fund which includes all amounts not classified in other fund balance categories. Unassigned amounts are technically available for any purpose. Negative residual amounts for all other governmental funds are reported in this classification.

For the purposes of this policy, budgetary fund balance is defined as the sum of net cash position and short-term receivables/payables, focusing on readily available financial resources. This calculation also deducts unearned (deferred) revenue. This approach offers a more immediate view of available resources for financial planning and cash flow management, whereas GAAP fund balance provides a comprehensive picture of a government's overall financial position.

### 3.0 Policy/Practices

1. Minimum budgetary fund balance for City operating funds shall be based on fiscal year budgeted expenditures as follows:
  - a. General - 33%
  - b. Utility - 33%
  - c. Economic Development - 25%
  - d. Parks Development - 25%

- e. Crime Control District - 25%
  - f. Aquatic Park - 10%
  - g. Golf Course - 10%
  - h. NRH Centre - 15%
  - i. Drainage - 25%
  - j. Self-Insurance - 50%
2. For all other funds, expenses shall not exceed total funds available (sufficient resources must exist to cover assignments and commitments).
3. Capital transfers and planned contributions to fund balance will be excluded from budgeted expenditures when calculating fund balance requirements for City operating funds.
4. If budgetary fund balance falls below required levels, or if it is anticipated that at the completion of any fiscal year the projected budgetary fund balance will be less than the minimum requirement, the replenishment is to occur within 12 months. Should calculations reveal that the minimum reserve balance will be replenished through normal activity within the next 12 months no action is necessary. Depending on the severity of the reduction of the minimum reserve the following measures will be taken to replenish the reserve fund balance:
  - a. Reduction of expenditures
  - b. Delay of capital purchases
  - c. Increase in fees and/or taxes
  - d. Salary freeze
  - e. Hiring freeze
5. The City Council may appropriate reserve balances for emergency purposes, as deemed necessary, even if such use decreases the fund balance below the established minimum.
6. The Director of Finance and the Budget Director are responsible for monitoring and reporting the City's fund balances. The Finance Department manages the operating fund balance, while the Budget Office oversees the capital project fund balances. Fund balance information is incorporated into the budget development process. The City Manager is responsible for recommending any use of reserve funds to the Council, either during the annual budget process or as needed throughout the fiscal year.



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** The Northeast Tarrant Teen Court Board will be recognizing the 2026 Teen Court Scholarship Recipient  
**PRESENTER:** Bethany Grohman, Northeast Tarrant Teen Court Board Member and Teen Court Judge

### **GENERAL DESCRIPTION:**

The Northeast Tarrant Teen Court (NETTC), serving the cities of North Richland Hills, Watauga, and Richland Hills, offers a scholarship program to recognize and reward graduating seniors who have volunteered in the Teen Court Program. This initiative, established by the NETTC Advisory Board with representatives from all three cities and is designed to celebrate our incredible teen volunteers and promote the Teen Court program within our community. It serves as an incentive for students who dedicate their time to serving as volunteer jurors and teen attorneys, learning the inner workings of the judicial system, mentoring their peers, and giving back through community service. To be considered for this honor, students must have a strong history of volunteering with our Teen Court during middle or high school. The application process is thorough, requiring an essay, an official transcript, a personal bio or resume, and a college acceptance letter. Each applicant is carefully scored based on their essay and volunteer participation, followed by a personal interview with our NETTC Advisory Board. This year, the Board has the honor of presenting one scholarship, totaling \$3,000 to the following participant:

**Kylie O’Hara:** Kylie is a graduating senior from Boswell High School, and the board is delighted to award her this \$3,000 scholarship in recognition of her outstanding dedication. Since joining the Teen Court Program in March 2025, she has shown remarkable growth moving from a volunteer juror to a talented Teen Attorney. She has excelled in both prosecution and defense, always demonstrating a genuine passion for justice and fairness.

Beyond her local service, Kylie represented the Northeast Tarrant Teen Court impressively at the Annual Teen Court Mock Trial Competition. She is an accomplished student who has remained highly active in her school and community. Kylie is headed to the Honors College at Texas Tech University in Lubbock this fall to major in Political Science, with the ultimate goal of attending law school. It is a privilege to support such a dedicated young leader as she begins her next chapter, and we wish her the very best in all her future endeavors.

The NETTC Advisory Board extends its sincere gratitude to the City Councils of all three cities for their ongoing support. Their commitment enables students to serve their



community while gaining valuable insights into the judicial system and its everyday impact.



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** Approve minutes of the May 13, 2026 City Council meeting.  
**PRESENTER:** Alicia Richardson, City Secretary/Chief Governance Officer

### **SUMMARY:**

The minutes are listed on the consent agenda and approved by majority vote of Council at the City Council meetings.

### **GENERAL DESCRIPTION:**

The City Secretary's Office prepares action minutes for each City Council meeting. The minutes for the previous meeting are placed on the consent agenda for review and approval by the City Council, which contributes to a time-efficient meeting. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

### **RECOMMENDATION:**

Approve minutes of the May 13, 2026 City Council meeting.

**MINUTES OF THE WORK SESSION AND REGULAR MEETING  
OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS  
HELD IN THE CITY HALL 4301 CITY POINT DRIVE  
MAY 13, 2026**

WORK SESSION

The City Council of the City of North Richland Hills, Texas met in work session on the 13th day of May at 6:00 p.m. in the Council Workroom prior to the 7:00 p.m. regular City Council meeting.

Present:	Jack McCarty	Mayor
	Cecille Delaney	Place 1
	Brianne Goetz	Place 2
	Danny Roberts	Place 3
	Matt Blake	Place 4
	Billy Parks	Place 5
	Russ Mitchell	Place 6
	Kelvin Deupree	Mayor Pro Tem, Place 7

Staff Members:	Paulette Hartman	City Manager
	Trudy Lewis	Assistant City Manager
	Caroline Waggoner	Assistant City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Bradley A. Anderle	City Attorney

**CALL TO ORDER**

Mayor McCarty called the meeting to order at 6:00 p.m.

**1. DISCUSS ITEMS FROM REGULAR CITY COUNCIL MEETING.**

City Council had no questions for staff.

**2. DISCUSS CITY OF NORTH RICHLAND HILLS 2026 PRELIMINARY TAXABLE VALUES.**

City Council received an update from Assistant City Manager Trudy Lewis on 2026 preliminary taxable values, the certification process, recent trends in property valuations, and anticipated impacts on the city's financial planning.

**FUTURE AGENDA ITEM(S)**

Council member Roberts requested an item be placed on a future agenda to receive an

update from staff on the city's sex offender registry. There being no opposition, City Manager Paulette Hartman advised that an item will be placed on a future work session agenda in June.

Mayor McCarty requested an item be placed on a future work session agenda to discuss a fee for fire department lift assists at senior facilities. Ms. Hartman informed City Council that staff will include this discussion during the July budget work session. There was no opposition from City Council.

## **EXECUTIVE SESSION**

- 1. SECTION 551.071: CONSULTATION WITH CITY ATTORNEY TO SEEK ADVICE ABOUT PENDING OR CONTEMPLATED LITIGATION OR ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE OPEN MEETINGS ACT - (1) JESSIE GOODFELLOW V. CITY OF NORTH RICHLAND HILLS, ET AL, CAUSE NO. 352-366545-25; (2) TRAVIS SCOTT GRAY V. CITY OF NORTH RICHLAND HILLS, ET AL, CIVIL ACTION NO. 4-25CV1276-09; AND (3) BANK OF THE WEST V. G.Q. ENTERPRISES CORP., ET AL, CAUSE NO. 141-376075-26.**
  
- 2. SECTION 551.087: DELIBERATION REGARDING COMMERCIAL OR FINANCIAL INFORMATION THAT THE GOVERNMENTAL BODY HAS RECEIVED FROM A BUSINESS PROSPECT THAT THE GOVERNMENTAL BODY SEEKS TO HAVE LOCATE, STAY, OR EXPAND IN OR NEAR THE TERRITORY OF THE GOVERNMENTAL BODY AND WITH WHICH THE GOVERNMENTAL BODY IS CONDUCTING ECONOMIC DEVELOPMENT OR DELIBERATION OF THE OFFER OF A FINANCIAL OR OTHER INCENTIVE TO SUCH A BUSINESS PROSPECT (1) NORTHEAST CORNER OF BOULEVARD 26 & HARWOOD ROAD, (2) EZ STREETS EMPOWERMENT ZONE, (3) SOUTHWEST CORNER OF DAVIS BOULEVARD AND SMITHFIELD ROAD, (4) 8021 AND 8029 MAIN STREET, AND (5) 6720 NE LOOP 820.**

Mayor McCarty announced at 6:26 p.m. that the City Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically, Section 551.071: Consultation with City Attorney to seek advice about pending or contemplated litigation or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act - (1) Jessie Goodfellow v. City of North Richland Hills, et al, Cause No. 352-366545-25; (2) Travis Scott Gray v. City of North Richland Hills, et al, Civil Action No. 4-25CV1276-09; and (3) Bank of the

West v. G.Q. Enterprises Corp., et al, Cause No. 141-376075-26. and Section 551.087: Deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development or deliberation of the offer of a financial or other incentive to such a business prospect (1) Northeast Corner of Boulevard 26 & Harwood Road, (2) EZ Streets Empowerment Zone, (3) Southwest Corner of Davis Boulevard and Smithfield Road, (4) 8021 and 8029 Main Street, and (5) 6720 NE Loop 820. Executive Session began at 6:30 p.m. and concluded at 6:50 p.m.

Mayor McCarty announced at 6:50 p.m. that City Council would convene to the regular City Council meeting.

## **REGULAR MEETING**

### **A. CALL TO ORDER**

Mayor McCarty called the meeting to order May 13, 2026 at 7:00 p.m.

Present:	Jack McCarty	Mayor
	Cecille Delaney	Place 1
	Brianne Goetz	Place 2
	Danny Roberts	Place 3
	Matt Blake	Place 4
	Billy Parks	Place 5
	Russ Mitchell	Place 6
	Kelvin Deupree	Mayor Pro Tem, Place 7

Staff Members:	Paulette Hartman	City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Bradley A. Anderle	City Attorney

### **A.1 INVOCATION**

Council member Roberts gave the invocation.

### **A.2 PLEDGE**

Council member Roberts led the Pledge of Allegiance to the United States and Texas flags.

### **A.3 CANVASS ELECTION RESULTS**

**A.3.1 APPROVE RESOLUTION NO. 2026-027, CANVASSING THE RESULTS OF THE MAY 2, 2026 GENERAL ELECTION.**

**APPROVED**

City Secretary/Chief Governance Officer Alicia Richardson presented the official results of the May 2, 2026 General Election.

<b>CANDIDATE</b>	<b>NUMBER OF VOTES</b>
<b>Mayor</b>	
Literally Anybody Else	1,255
Jack McCarty	4,474
<b>Council member, Place 2</b>	
Briane Goetz	4,411
Sean Samuel Leonard	1,182
<b>Council member, Place 4</b>	
John Schleeter	1,586
Matt Blake	4,037
<b>Council member, Place 6</b>	
Laura Jenkins	1,862
Russ Mitchell	3,397
William Darden	322

Staff recommends City Council approve Resolution No. 2026-027, canvassing the election results and declaring the following elected to office for a term of three years.

<b>OFFICE</b>	<b>NAME</b>
Mayor	Jack McCarty
Place 2	Brianne Goetz
Place 4	Matt Blake
Place 6	Russ Mitchell

**A MOTION WAS MADE BY COUNCIL MEMBER PARKS, SECONDED BY COUNCIL MEMBER DELANEY TO APPROVE RESOLUTION NO. 2026-027.**

**MOTION TO APPROVE CARRIED 7-0.**

**A.4 SPECIAL PRESENTATION(S) AND RECOGNITION(S)**

**A.4.1 OATHS OF OFFICE AND SWEARING IN CEREMONY FOR NEWLY ELECTED OFFICIALS - MAYOR AND COUNCIL MEMBERS FOR PLACES 2, 4, AND 6.**

The oaths of office were administered to Brianne Goetz, Matt Blake, Russ Mitchell and Jack McCarty.

Mayor McCarty recessed the meeting at 7:20 p.m. for a brief reception.

Mayor McCarty reconvened the meeting at 7:40 p.m., with the same members present.

**A.5 PUBLIC COMMENTS**

There were no requests to speak from the public.

**A.6 REMOVAL OF ITEM(S) FROM CONSENT AGENDA**

No items were removed from the consent agenda.

**B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS**

**APPROVED**

**A MOTION WAS MADE BY COUNCIL MEMBER GOETZ, SECONDED BY COUNCIL MEMBER BLAKE TO APPROVE CONSENT AGENDA ITEMS AS PRESENTED.**

**MOTION TO APPROVE CARRIED 7-0.**

**B.1 APPROVE THE MINUTES OF THE APRIL 27, 2026 CITY COUNCIL MEETING.**

**B.2 CONSIDER RESOLUTION NO. 2026-028, AUTHORIZING THE RENEWAL SUBSCRIPTIONS FOR FLOCK SAFETY GUNSHOT DETECTION RAVEN AND FLOCK SAFETY FALCON DEVICES FROM FLOCK GROUP INC. IN THE AMOUNT OF \$192,000 USING FY 2026 NORTH TEXAS ANTI-GANG CENTER GRANT #2848911 FUNDS AND \$192,000 USING FY 2027 NORTH TEXAS ANTI-GANG CENTER GRANT #2848912 FUNDS, IF AWARDED, FOR A TOTAL AMOUNT OF \$384,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE REGIONAL ASSET TRANSFER ADDENDUMS WITH THE CITY OF ARLINGTON TO TRANSFER THE SUBSCRIPTIONS APPROVED THEREIN.**

**C. PUBLIC HEARINGS**

There were no items for this category.

**D. PLANNING AND DEVELOPMENT**

There were no items for this category.

**E. PUBLIC WORKS**

There were no items for this category.

**F. CITIZENS PRESENTATION**

Paul Southerland, 6713 Briley Drive, commented on his experience with companies placing unsolicited printed material at his residence. He referenced other cities that prohibit direct distribution and asked the City Council to do the same for North Richland Hills.

Luke and Kristina Carnevale, 5610 Southern Hills Drive, expressed their opposition to the data center located on Browning Drive. Mr. Carnevale asked City Council to consider a moratorium on the construction for the data center.

**G. GENERAL ITEMS**

There were no items for this category.

**H. EXECUTIVE SESSION ITEMS - CITY COUNCIL MAY TAKE ACTION ON ANY ITEM DISCUSSED IN EXECUTIVE SESSION LISTED ON WORK SESSION AGENDA**

There was no action necessary as a result of the executive session.

**I. INFORMATION AND REPORTS**

Council member Blake made the following announcements.

Friends of the NRH Library are holding a book sale this Saturday, May 16. Stop by the Library from 10:00 a.m. to 3:00 p.m. to buy books at a great price and show your support for literacy events and services in our community.

The NRH Senior Center's annual Health Fair will be on Wednesday, May 27 from 10:00 a.m. to 1:00 p.m. in the Grand Hall at the NRH Centre. Connect with 40+ community providers offering physical, mental and financial wellness tools, screenings and valuable resources - all in one place.

Kudos Korner - Chance Rawlings, Coleson McCullum, Luke Allen, Joey Ferreira and Chuck Guerra in the Parks Department - A resident recently emailed to praise the staff who maintain the soccer fields at Green Valley Park. He said: "They look awesome! We love safe, playable, good-looking fields - and we'll always take a minute of our day to high-five the folks who made them that way. Nice work!"

**J. ADJOURNMENT**

Mayor McCarty adjourned the meeting at 7:53 p.m.

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Jack McCarty, Mayor

ATTEST:

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Alicia Richardson  
City Secretary/Chief Governance Officer



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Resolution No. 2026-029, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's Homeland Security Division FY 2027 North Texas Anti-Gang Center Grant #2848912, serving as the fiduciary and sponsoring agency.

**PRESENTER:** Jeff Garner, Chief of Police

### **SUMMARY:**

The city has submitted an application for the Office of the Governor's Homeland Security Division FY 2027 North Texas Anti-Gang Center (TAG) Grant #2848912. North Richland Hills serves as the fiduciary and sponsoring agency for this grant and supports TAG in its mission to combat gang violence through the coordination of gang prevention, intervention, and suppression activities. The Office of the Governor requests that a Financial Officer position be designated and granted authority by the grantee's governing body to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **GENERAL DESCRIPTION:**

A Financial Officer position must be designated and granted authority by the grantee's governing body for the FY 2027 North Texas Anti-Gang Center Grant #2848912 offered through the Office of the Governor.

Rachel Clements was previously designated as the Financial Officer for this grant through Resolution No. 2026-014, under the title of Grant Specialist - Finance. Since the adoption of that resolution, Rachel's title has changed to Accountant Grants & Debt. The Office of the Governor has requested that the governing body approve this updated title to ensure consistency with current records while maintaining Rachel as the authorized Financial Officer for this grant.

Staff is requesting that the Accountant Grants & Debt position be designated as the Financial Officer and be given the power to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **RECOMMENDATION:**

Approve Resolution No. 2026-029.



**RESOLUTION NO. 2026-029**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, DESIGNATING THE ACCOUNTANT GRANTS & DEBT POSITION AS THE GRANTEE'S FINANCIAL OFFICER IF AWARDED FOR THE OFFICE OF THE GOVERNOR'S HOMELAND SECURITY DIVISION FY 2027 NORTH TEXAS ANTI-GANG CENTER GRANT #2848912, SERVING AS THE FIDUCIARY AND SPONSORING AGENCY.**

**WHEREAS,** the City of North Richland Hills, Texas possesses legal authority to apply and make appointments for the conduct of business relative to the Governor's Office Homeland Security Division (HSD) FY 2027 North Texas Anti-Gang Center Grant #2848912; and

**WHEREAS,** the City Council of North Richland Hills finds it in the best interest of the citizens of North Richland Hills to grant authority to the position of Accountant Grants & Debt to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

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

**SECTION 1.** The City Council of the City of North Richland Hills hereby finds that the recitals set forth above are true and correct and are incorporated into this Resolution as if written herein.

**SECTION 2.** The City Council of the City of North Richland Hills designates the Chief of Police as the grantee's authorized official, with the power to apply for, accept, reject, alter, or terminate the funding request on behalf of the applicant agency.

**SECTION 3.** The City Council of the City of North Richland Hills designates the Accountant Grants & Debt position as the grantee's financial officer, with the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

**SECTION 4.** The City Council of North Richland Hills agrees that the loss or misuse of HSD funds or failure to comply with all HSD award requirements may result in the suspension or termination of award funds, the repayment of award funds, and/or other remedies available by law.

**SECTION 5.** All Resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

**SECTION 6.** This Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved.

**PASSED AND APPROVED** on this 26th day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

\_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

\_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Bradley A. Anderle, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Jeff Garner, Chief of Police



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Resolution No. 2026-030, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 General Victim Assistance Program Grant #3544408.

**PRESENTER:** Jeff Garner, Chief of Police

### **SUMMARY:**

The city has submitted an application for the Office of the Governor's FY 2027 General Victim Assistance Program Grant #3544408. The Police Department utilizes the grant to fund the program's personnel who provide services to crime victims. The Office of the Governor requests that a Financial Officer position be designated and granted authority by the grantee's governing body to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **GENERAL DESCRIPTION:**

A Financial Officer position must be designated and granted authority by the grantee's governing body for the FY 2027 General Victim Assistance Program Grant #3544408 offered through the Office of the Governor.

Rachel Clements was previously designated as the Financial Officer for this grant through Resolution No. 2026-003, under the title of Grant Specialist - Finance. Since the adoption of that resolution, Rachel's title has changed to Accountant Grants & Debt. The Office of the Governor has requested that the governing body approve this updated title to ensure consistency with current records while maintaining Rachel as the authorized Financial Officer for this grant.

Staff is requesting that the Accountant Grants & Debt position be designated as the Financial Officer and be given the power to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **RECOMMENDATION:**

Approve Resolution No. 2026-030.



**RESOLUTION NO. 2026-030**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, DESIGNATING THE ACCOUNTANT GRANTS & DEBT POSITION AS THE GRANTEE'S FINANCIAL OFFICER IF AWARDED FOR THE OFFICE OF THE GOVERNOR'S FY 2027 GENERAL VICTIM ASSISTANCE PROGRAM GRANT #3544408.**

**WHEREAS,** the City of North Richland Hills, Texas possesses legal authority to apply and make appointments for the conduct of business relative to the Governor's Office FY 2027 General Victim Assistance Program Grant #3544408; and

**WHEREAS,** the City Council of North Richland Hills finds it in the best interest of the citizens of North Richland Hills to grant authority to the position of Accountant Grants & Debt to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

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

**SECTION 1.** The City Council of the City of North Richland Hills hereby finds that the recitals set forth above are true and correct and are incorporated into this Resolution as if written herein.

**SECTION 2.** The City Council of North Richland Hills agrees to provide 20% of the total project for the required match funding.

**SECTION 3.** The City Council of the City of North Richland Hills designates the Chief of Police as the grantee's authorized official, with the power to apply for, accept, reject, alter, or terminate the funding request on behalf of the applicant agency.

**SECTION 4.** The City Council of the City of North Richland Hills designates the Accountant Grants & Debt position as the grantee's financial officer, with the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

**SECTION 5.** The City Council of North Richland Hills agrees that the loss or misuse of PSO funds or failure to comply with all PSO award requirements may result in the suspension or termination of award funds, the repayment of award funds, and/or other remedies available by law.

**SECTION 6.** All Resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

**SECTION 7.** This Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved.

**PASSED AND APPROVED** on this 26th day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

\_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

\_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Bradley A. Anderle, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Jeff Garner, Chief of Police



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Resolution No. 2026-031, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 Violence Against Women Justice and Training Program Grant #3367210.

**PRESENTER:** Jeff Garner, Chief of Police

### **SUMMARY:**

The city has submitted an application for the Office of the Governor's FY 2027 Violence Against Women Justice and Training Program Grant #3367210. The Police Department will use the funds as a renewal of the FY 2027 VAWA grant-funded detective position focusing on violent offenses against women. The Office of the Governor requests that a Financial Officer position be designated and granted authority by the grantee's governing body to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **GENERAL DESCRIPTION:**

A Financial Officer position must be designated and granted authority by the grantee's governing body for the FY 2027 Violence Against Women Justice and Training Program Grant #3367210 offered through the Office of the Governor.

Rachel Clements was previously designated as the Financial Officer for this grant through Resolution No. 2026-004, under the title of Grant Specialist - Finance. Since the adoption of that resolution, Rachel's title has changed to Accountant Grants & Debt. The Office of the Governor has requested that the governing body approve this updated title to ensure consistency with current records while maintaining Rachel as the authorized Financial Officer for this grant.

Staff is requesting that the Accountant Grants & Debt position be designated as the Financial Officer and be given the power to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **RECOMMENDATION:**

Approve Resolution No. 2026-031.



**RESOLUTION NO. 2026-031**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, DESIGNATING THE ACCOUNTANT GRANTS & DEBT POSITION AS THE GRANTEE'S FINANCIAL OFFICER IF AWARDED FOR THE OFFICE OF THE GOVERNOR'S FY 2027 VIOLENCE AGAINST WOMEN JUSTICE AND TRAINING PROGRAM GRANT #3367210.**

**WHEREAS,** the City of North Richland Hills, Texas possesses legal authority to apply and make appointments for the conduct of business relative to the Governor's Office FY 2027 Violence Against Women Justice and Training Program Grant #3367210; and

**WHEREAS,** the City Council of North Richland Hills finds it in the best interest of the citizens of North Richland Hills to grant authority to the position of Accountant Grants & Debt to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

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

**SECTION 1.** The City Council of the City of North Richland Hills hereby finds that the recitals set forth above are true and correct and are incorporated into this Resolution as if written herein.

**SECTION 2.** The City Council of North Richland Hills agrees to provide 30% of the total project for the required match funding.

**SECTION 3.** The City Council of the City of North Richland Hills designates the Chief of Police as the grantee's authorized official, with the power to apply for, accept, reject, alter, or terminate the funding request on behalf of the applicant agency.

**SECTION 4.** The City Council of the City of North Richland Hills designates the Accountant Grants & Debt position as the grantee's financial officer, with the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

**SECTION 5.** The City Council of North Richland Hills agrees that the loss or misuse of PSO funds or failure to comply with all PSO award requirements may result in the suspension or termination of award funds, the repayment of award funds, and/or other remedies available by law.

**SECTION 6.** All Resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

**SECTION 7.** This Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved.

**PASSED AND APPROVED** on this 26th day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

\_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

\_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Bradley A. Anderle, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Jeff Garner, Chief of Police



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Resolution No. 2026-032, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 Edward Byrne Memorial Justice Assistance Program Grant #5697401.

**PRESENTER:** Jeff Garner, Chief of Police

### **SUMMARY:**

The city has submitted an application for the Office of the Governor's Criminal Justice Division FY 2027 Edward Byrne Memorial Justice Assistance Program Grant #5697401. The Police Department will use the funds for the purchase of software and equipment for the digital forensics lab. The Office of the Governor requests that a Financial Officer position be designated and granted authority by the grantee's governing body to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **GENERAL DESCRIPTION:**

A Financial Officer position must be designated and granted authority by the grantee's governing body for the FY 2027 Edward Byrne Memorial Justice Assistance Program Grant #5697401 offered through the Office of the Governor.

Rachel Clements was previously designated as the Financial Officer for this grant through Resolution No. 2026-005, under the title of Grant Specialist - Finance. Since the adoption of that resolution, Rachel's title has changed to Accountant Grants & Debt. The Office of the Governor has requested that the governing body approve this updated title to ensure consistency with current records while maintaining Rachel as the authorized Financial Officer for this grant.

Staff is requesting that the Accountant Grants & Debt position be designated as the Financial Officer and be given the power to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **RECOMMENDATION:**

Approve Resolution No. 2026-032.



**RESOLUTION NO. 2026-032**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, DESIGNATING THE ACCOUNTANT GRANTS & DEBT POSITION AS THE GRANTEE'S FINANCIAL OFFICER IF AWARDED FOR THE OFFICE OF THE GOVERNOR'S CRIMINAL JUSTICE DIVISION FY 2027 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE PROGRAM GRANT #5697401.**

**WHEREAS,** the City of North Richland Hills, Texas possesses legal authority to apply and make appointments for the conduct of business relative to the Governor's Office Criminal Justice Division (CJD) FY 2027 Edward Byrne Memorial Justice Assistance Program Grant #5697401; and

**WHEREAS,** the City Council of North Richland Hills finds it in the best interest of the citizens of North Richland Hills to grant authority to the position of Accountant Grants & Debt to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

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

**SECTION 1.** The City Council of the City of North Richland Hills hereby finds that the recitals set forth above are true and correct and are incorporated into this Resolution as if written herein.

**SECTION 2.** The City Council of the City of North Richland Hills designates the Chief of Police as the grantee's authorized official, with the power to apply for, accept, reject, alter, or terminate the funding request on behalf of the applicant agency.

**SECTION 3.** The City Council of the City of North Richland Hills designates the Accountant Grants & Debt position as the grantee's financial officer, with the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

**SECTION 4.** The City Council of North Richland Hills agrees that the loss or misuse of CJD funds or failure to comply with all CJD award requirements may result in the suspension or termination of award funds, the repayment of award funds, and/or other remedies available by law.

**SECTION 5.** All Resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

**SECTION 6.** This Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved.

**PASSED AND APPROVED** on this 26th day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

\_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

\_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Bradley A. Anderle, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Jeff Garner, Chief of Police



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Resolution No. 2026-033, designating the Accountant Grants & Debt position as the grantee's Financial Officer if awarded for the Office of the Governor's FY 2027 Rifle-Resistant Body Armor Grant #5699401.

**PRESENTER:** Jeff Garner, Chief of Police

### **SUMMARY:**

The city has submitted an application for the Office of the Governor's FY 2027 Rifle-Resistant Body Armor Grant #5699401. The Police Department will use the funds to purchase rifle-grade soft armor plates for all sworn officers. The Office of the Governor requests that a Financial Officer position be designated and granted authority by the grantee's governing body to submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **GENERAL DESCRIPTION:**

A Financial Officer position must be designated and granted authority by the grantee's governing body for the FY 2027 Rifle-Resistant Body Armor Grant #5699401 through the Office of the Governor.

Rachel Clements was previously designated as the Financial Officer for this grant through Resolution No. 2026-006, under the title of Grant Specialist - Finance. Since the adoption of that resolution, Rachel's title has changed to Accountant Grants & Debt. The Office of the Governor has requested that the governing body approve this updated title to ensure consistency with current records while maintaining Rachel as the authorized Financial Officer for this grant.

Staff is requesting that the Accountant Grants & Debt position be designated as the Financial Officer and be given the power submit financial and/or programmatic reports or alter a grant on behalf of the North Richland Hills Police Department.

### **RECOMMENDATION:**

Approve Resolution No. 2026-033.



**RESOLUTION NO. 2026-033**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, DESIGNATING THE ACCOUNTANT GRANTS & DEBT POSITION AS THE GRANTEE'S FINANCIAL OFFICER IF AWARDED FOR THE OFFICE OF THE GOVERNOR'S FY 2027 RIFLE-RESISTANT BODY ARMOR GRANT #5699401.**

**WHEREAS,** the City of North Richland Hills, Texas possesses legal authority to apply and make appointments for the conduct of business relative to the Governor's Office FY 2027 Rifle-Resistant Body Armor Grant #5699401; and

**WHEREAS,** the City Council of North Richland Hills finds it in the best interest of the citizens of North Richland Hills to grant authority to the position of Accountant Grants & Debt to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

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

**SECTION 1.** The City Council of the City of North Richland Hills hereby finds that the recitals set forth above are true and correct and are incorporated into this Resolution as if written herein.

**SECTION 2.** The City Council of the City of North Richland Hills designates the Chief of Police as the grantee's authorized official, with the power to apply for, accept, reject, alter, or terminate the funding request on behalf of the applicant agency.

**SECTION 3.** The City Council of the City of North Richland Hills designates the Accountant Grants & Debt position as the grantee's financial officer, with the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

**SECTION 4.** The City Council of North Richland Hills agrees that the loss or misuse of PSO funds or failure to comply with all PSO award requirements may result in the suspension or termination of award funds, the repayment of award funds, and/or other remedies available by law.

**SECTION 5.** All Resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

**SECTION 6.** This Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved.

**PASSED AND APPROVED** on this 26th day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

\_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

\_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Bradley A. Anderle, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Jeff Garner, Chief of Police



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Resolution No. 2026-034, approving an advance funding agreement with TxDOT relating to the N Richland Hills Traffic Signal Standard Project CSJ 0902-90-362, and authorize the City Manager to execute the agreement.

**PRESENTER:** Boe Blankenship, Director of Public Works

### **SUMMARY:**

Staff is seeking City Council's approval of a resolution supporting an Advance Funding Agreement (AFA) with TxDOT for the modernization and installation of traffic signal equipment at various intersections within the City.

### **GENERAL DESCRIPTION:**

In 2025, the North Central Texas Council of Governments (NCTCOG) contacted City staff regarding the availability of federal funding specifically designated for traffic signal improvements. NCTCOG facilitated the review process, enabling the City to further stretch available transportation management project funding.

This grant is designated strictly for the purchase of equipment. The scope includes the acquisition of hardware for 12 intersections to improve safety and traffic flow efficiency. Specifically, the project will fund:

- 10 Eagle M60 Controllers
- 10 Vantage Pegasus Systems
- 12 Iteris NEXT Systems
- 12 Tactics Software packages

The total estimated project cost is \$272,647. The project is funded primarily through the Federal Surface Transportation Block Grant (STBG) program, which covers 100% of the equipment purchase costs (\$258,985). The State of Texas is contributing \$713 toward indirect costs.

The City's financial obligation is limited to \$12,949 to cover TxDOT's direct administrative and oversight costs. No local cash match is required for the actual equipment procurement.

If the resolution is approved by the City Council and awarded by the entity the expenditure of grant funds would take place through the Transportation Management Project ST2601, which will be proposed for revision at the June 8, 2026, City Council Meeting.



**RECOMMENDATION:**

Approve Resolution No. 2026-034, approving an Advance Funding Agreement with TxDOT relating to the N Richland Hills Traffic Signal Standard project (CSJ 0902-90-362) and authorize the City Manager to execute the agreement and all necessary documents.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

**STATE OF TEXAS        §**

**COUNTY OF TRAVIS    §**

**ADVANCE FUNDING AGREEMENT  
For  
Surface Transportation Block Grant  
Off-System**

**THIS AGREEMENT** (Agreement) is made by and between the State of Texas, acting by and through the **Texas Department of Transportation** called the “State”, and the **North Richland Hills**, acting by and through its duly authorized officials, called the “Local Government”. The State and Local Government shall be collectively referred to as “the parties” hereinafter.

**WITNESSETH**

**WHEREAS**, federal law establishes federally funded programs for transportation improvements to implement its public purposes, and

**WHEREAS**, the Texas Transportation Code, Section 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments, and Section 222.052 authorizes the Texas Transportation Commission to accept contributions from political subdivisions for development and construction of public roads and the state highway system within the political subdivision, and

**WHEREAS**, federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds, and

**WHEREAS**, the Texas Transportation Commission has codified 43 TAC, Rules 15.50-15.56 that describe federal, state, and local responsibilities for cost participation in highway improvement and other transportation projects, and

**WHEREAS**, the Texas Transportation Commission passed Minute Order Number **116752** authorizing the State to undertake and complete a highway improvement or other transportation project generally described as **advanced traffic management system**. The portion of the project work covered by this Agreement is identified in the Agreement, Article 3, Scope of Work (Project), and

**WHEREAS**, the Governing Body of the Local Government has approved entering into this Agreement by resolution, ordinance, or commissioners court order dated \_\_\_\_\_, which is attached to and made a part of this Agreement as Attachment C, Resolution, Ordinance, or Commissioners Court Order (Attachment C). A map showing the Project location appears in Attachment A, Location Map Showing Project (Attachment A), which is attached to and made a part of this Agreement.

TxDOT:				Federal Highway Administration:	
CCSJ #	0902-90-362	AFA ID	Z00012465	CFDA No.	20.205
AFA CSJs	0902-90-362			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	30500		
Project Name	N Richland Hills Traffic Signal Standard			<i>AFA Not Used For Research &amp; Development</i>	

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants and agreements of the parties, to be by them respectively kept and performed as set forth in this Agreement, it is agreed as follows:

### AGREEMENT

**1. Responsible Parties:**

For the Project covered by this Agreement, the parties shall be responsible for the following work as stated in the article of the Agreement referenced in the table below:

1.	<b>Local Government*</b>	Utilities	Article 8
2.	<b>Local Government*</b>	Environmental Assessment and Mitigation	Article 9
3.	<b>Local Government*</b>	Architectural and Engineering Services	Article 11
4.	<b>Local Government</b>	Construction Responsibilities	Article 12
5.	<b>Local Government*</b>	Right of Way and Real Property	Article 14

An asterisk next to the party responsible for specific work in the above table indicates that the associated specific work is not anticipated as part of the Project and is therefore not included in the budget; however, the party indicated will be responsible for that specific work if that work is not the subject of another agreement and the State determines that the specific work has become necessary to successful completion of the Project.

**2. Period of the Agreement**

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed. This Agreement shall remain in effect until the Project is completed or unless terminated as provided below.

**3. Scope of Work**

The scope of work for the Project consists of **the purchase of equipment for 12 signalized intersections as shown on Attachment A. The equipment to be purchased is 10 Eagle M60 Controllers, 10 Vantage Pegasus Systems, 12 Iteris NEXT Systems, and 12 Tactics Software.**

**4. Project Sources and Uses of Funds**

The total estimated cost of the Project is shown in Attachment B, Project Budget (Attachment B) which is attached to and made a part of this Agreement.

A. If the Local Government will perform any work under this Agreement for which reimbursement will be provided by or through the State, the Local Government must complete training. If federal funds are being used, the training must be completed before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled "Local

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

Government Project Procedures and Qualification for the Texas Department of Transportation” and retains qualification in accordance with applicable TxDOT procedures. Upon request, the Local Government shall provide the certificate of qualification to the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local Government to perform oversight of the Project. The State in its discretion may deny reimbursement if the Local Government has not continuously designated in writing a qualified individual to work actively on or to directly oversee the Project.

- B. The expected cash contributions from the federal government, the State, the Local Government, or other parties are shown in Attachment B. The State will pay for only those Project costs that have been approved by the Texas Transportation Commission. For projects with federal funds, the State and the federal government will not reimburse the Local Government for any work performed before the federal spending authority is formally obligated to the Project by the Federal Highway Administration (FHWA). After federal funds have been obligated, the State will send to the Local Government a copy of the formal documentation showing the obligation of funds including federal award information. The Local Government is responsible for 100% of the cost of any work performed under its direction or control before the federal spending authority is formally obligated.
- C. Attachment B shows, by major cost categories, the cost estimates and the party responsible for performing the work for each category. These categories may include but are not limited to: (1) costs of real property; (2) costs of utility work; (3) costs of environmental assessment and remediation; (4) cost of preliminary engineering and design; (5) cost of construction and construction management; and (6) any other local project costs.
- D. The State will be responsible for securing the federal and State share of the funding required for the development and construction of the local Project. If the Local Government is due funds for expenses incurred, these funds will be reimbursed to the Local Government on a cost basis.
- E. The Local Government will be responsible for all non-federal or non-State participation costs associated with the Project, unless otherwise provided for in this Agreement or approved otherwise in an amendment to this Agreement. For items of work subject to specified percentage funding, the Local Government shall only in those instances be responsible for all Project costs that are greater than the maximum State and federal participation specified in Attachment B and for overruns in excess of the amount specified in Attachment B to be paid by the Local Government.
- F. The budget in Attachment B will clearly state all items subject to fixed price funding, specified percentage funding, and the periodic payment schedule, when periodic payments have been approved by the State.
- G. When the Local Government bears the responsibility for paying cost overruns, the Local Government shall make payment to the State within thirty (30) days from the receipt of the State’s written notification of additional funds being due.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

- H. When fixed price funding is used, the Local Government is responsible for the fixed price amount specified in Attachment B. Fixed prices are not subject to adjustment unless (1) differing site conditions are encountered; (2) further definition of the Local Government’s requested scope of work identifies greatly differing costs from those estimated; (3) work requested by the Local Government is determined to be ineligible for federal participation; or (4) the adjustment is mutually agreed to by the State and the Local Government.
- I. Prior to the performance of any engineering review work by the State, the Local Government will pay to the State the amount specified in Attachment B. At a minimum, this amount shall equal the Local Government’s funding share for the estimated cost of preliminary engineering performed or reviewed by the State for the Project. At least sixty (60) days prior to the date set for receipt of the construction bids, the Local Government shall remit its remaining financial share for the State’s estimated construction oversight and construction cost.
- J. The State will not execute the contract for the construction of the Project until the required funding has been made available by the Local Government in accordance with this Agreement.
- K. Whenever funds are paid by the Local Government to the State under this Agreement, the Local Government shall remit a check or warrant made payable to the “Texas Department of Transportation” or may use the State’s Automated Clearing House (ACH) system for electronic transfer of funds in accordance with instructions provided by TxDOT’s Finance Division. The funds shall be deposited and managed by the State and may only be applied by the State to the Project.
- L. The State will not pay interest on any funds provided by the Local Government.
- M. If a waiver for the collection of indirect costs for a service project has been granted under 43 TAC §15.56, the State will not charge the Local Government for the indirect costs the State incurs on the Project, unless this Agreement is terminated at the request of the Local Government prior to completion of the Project.
- N. If the Local Government is an Economically Disadvantaged County (EDC) and if the State has approved adjustments to the standard financing arrangement, this Agreement reflects those adjustments.
- O. Where the Local Government is authorized to perform services under this Agreement and be reimbursed by the State, the Local Government is authorized to submit requests for reimbursement by submitting the original of an itemized invoice, in a form and containing all items required by the State, no more frequently than monthly and no later than ninety (90) days after costs are incurred. If the Local Government submits invoices more than ninety (90) days after the costs are incurred and if federal funding is reduced as a result, the State shall have no responsibility to reimburse the Local Government for those costs.
- P. Upon completion of the Project, the State will perform a final accounting of the Project costs for all items of work with specified percentage funding. Any funds due by the Local Government, the State, or the federal government for these work items will be promptly paid by the owing party.
- Q. The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this Agreement or indirectly through a

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<i><b>AFA Not Used For Research &amp; Development</b></i>	

subcontract under this Agreement. Acceptance of funds directly under this Agreement or indirectly through a subcontract under this Agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

- R. Payment under this Agreement beyond the end of the current fiscal biennium is subject to availability of appropriated funds. If funds are not appropriated, this Agreement shall be terminated immediately with no liability to either party.

**5. Termination of This Agreement**

This Agreement shall remain in effect until the Project is completed and accepted by all parties, unless:

- A. The Agreement is terminated in writing with the mutual consent of the parties;
- B. The Agreement is terminated by one party because of a breach, in which case any costs incurred because of the breach shall be paid by the breaching party;
- C. The Local Government elects not to provide funding after the completion of preliminary engineering, specifications, and estimates (PS&E) and the Project does not proceed because of insufficient funds, in which case the Local Government agrees to reimburse the State for its reasonable actual costs incurred during the Project; or
- D. The Agreement is terminated by the State because the parties are not able to execute a mutually agreeable amendment when the costs for Local Government requested items increase significantly due to differing site conditions, determination that Local government requested work is ineligible for federal or state cost participation, or a more thorough definition of the Local Government's proposed work scope identifies greatly differing costs from those estimated. The State will reimburse Local Government remaining funds to the Local Government within ninety (90) days of termination; or
- E. The Project is inactive for thirty-six (36) consecutive months or longer and no expenditures have been charged against federal funds, in which case the State may in its discretion terminate this Agreement.

**6. Amendments**

Amendments to this Agreement due to changes in the character of the work, terms of the Agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written amendment.

**7. Remedies**

This Agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this Agreement and shall be cumulative.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

**8. Utilities**

The party named in Article 1, Responsible Parties, under AGREEMENT shall be responsible for the adjustment, removal, or relocation of utility facilities in accordance with applicable state laws, regulations, rules, policies, and procedures, including any cost to the State of a delay resulting from the Local Government’s failure to ensure that utility facilities are adjusted, removed, or relocated before the scheduled beginning of construction. The Local Government will not be reimbursed with federal or State funds for the cost of required utility work. The Local Government must obtain advance approval for any variance from established procedures. Before a construction contract is let, the Local Government shall provide, at the State’s request, a certification stating that the Local Government has completed the adjustment of all utilities that must be adjusted before construction is commenced.

**9. Environmental Assessment and Mitigation**

Development of a transportation project must comply with the National Environmental Policy Act and the National Historic Preservation Act of 1966, which require environmental clearance of federal-aid projects. The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the following:

- A. The identification and assessment of any environmental problems associated with the development of a local project governed by this Agreement.
- B. The cost of any environmental problem’s mitigation and remediation.
- C. Providing any public meetings or public hearings required for the environmental assessment process. Public hearings will not be held prior to the approval of the Project schematic.
- D. The preparation of the NEPA documents required for the environmental clearance of this Project.

If the Local Government is responsible for the environmental assessment and mitigation, before the advertisement for bids, the Local Government shall provide to the State written documentation from the appropriate regulatory agency or agencies that all environmental clearances have been obtained.

**10. Compliance with Accessibility Standards**

All parties to this Agreement shall ensure that the plans for and the construction of all projects subject to this Agreement are in compliance with standards issued or approved by the Texas Department of Licensing and Regulation (TDLR) as meeting or consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

**11. Architectural and Engineering Services**

The party named in Article 1, Responsible Parties, under AGREEMENT has responsibility for the performance of architectural and engineering services. The engineering plans shall be developed in accordance with the applicable State’s *Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges* and the special specifications and special provisions related to it. For projects on the State highway system, the design shall, at a minimum conform to applicable State manuals.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

For projects not on the State highway system, the design shall, at a minimum, conform to applicable American Association of State Highway and Transportation Officials (AASHTO) design standards.

In procuring professional services, the parties to this Agreement must comply with federal requirements cited in 23 CFR Part 172 if the Project is federally funded and with Texas Government Code 2254, Subchapter A, in all cases. Professional contracts for federally funded projects must conform to federal requirements, specifically including the provision for participation by Disadvantaged Business Enterprises (DBEs), ADA, and environmental matters. If the Local Government is the responsible party, the Local Government shall submit its procurement selection process for prior approval by the State. All professional services contracts must be reviewed and approved by the State prior to execution by the Local Government.

**12. Construction Responsibilities**

The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the following:

- A. Advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award and administer the contract for construction of the Project. Administration of the contract includes the responsibility for construction engineering and for issuance of any change orders, supplemental agreements, amendments, or additional work orders that may become necessary subsequent to the award of the construction contract. In order to ensure federal funding eligibility, projects must be authorized by the State prior to advertising for construction.
- B. If the State is the responsible party, the State will use its approved contract letting and award procedures to let and award the construction contract.
- C. If the Local Government is the responsible party, the Local Government shall submit its contract letting and award procedures to the State for review and approval prior to letting.
- D. If the Local Government is the responsible party, the State must concur with the low bidder selection before the Local Government can enter into a contract with the vendor.
- E. If the Local Government is the responsible party, the State must review and approve change orders.
- F. Upon completion of the Project, the party responsible for constructing the Project will issue and sign a "Notification of Completion" acknowledging the Project's construction completion and submit certification(s) sealed by a professional engineer(s) licensed in the State of Texas.
- G. For federally funded contracts, the parties to this Agreement will comply with federal construction requirements cited in 23 CFR Part 635 and with requirements cited in 23 CFR Part 633, and shall include the latest version of Form "FHWA-1273" in the contract bidding documents. If force account work will be performed, a finding of cost effectiveness shall be made in compliance with 23 CFR 635, Subpart B.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

**13. Project Maintenance**

The Local Government shall be responsible for maintenance of locally owned roads and locally owned facilities after completion of the work. The State shall be responsible for maintenance of the State highway system after completion of the work if the work was on the State highway system, unless otherwise provided for in existing maintenance agreements with the Local Government.

**14. Right of Way and Real Property**

The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the provision and acquisition of any needed right of way or real property.

The Local Government shall be responsible for the following:

- A. Right of way and real property acquisition shall be the responsibility of the Local Government. Title to right of way and other related real property must be acceptable to the State before funds may be expended for the improvement of the right of way or real property.
- B. If the Local Government is the owner of any part of the Project site under this Agreement, the Local Government shall permit the State or its authorized representative access to occupy the site to perform all activities required to execute the work.
- C. All parties to this Agreement will comply with and assume the costs for compliance with all the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Title 42 U.S.C.A. Section 4601 et seq., including those provisions relating to incidental expenses incurred by the property owners in conveying the real property to the Local Government and benefits applicable to the relocation of any displaced person as defined in 49 CFR Section 24.2(g). Documentation to support such compliance must be maintained and made available to the State and its representatives for review and inspection.
- D. The Local Government shall assume all costs and perform necessary requirements to provide any necessary evidence of title or right of use in the name of the Local Government to the real property required for development of the Project. The evidence of title or rights shall be acceptable to the State, and be free and clear of all encroachments. The Local Government shall secure and provide easements and any needed rights of entry over any other land needed to develop the Project according to the approved Project plans. The Local Government shall be responsible for securing any additional real property required for completion of the Project.
- E. In the event real property is donated to the Local Government after the date of the State's authorization, the Local Government will provide all documentation to the State regarding fair market value of the acquired property. The State will review the Local Government's appraisal, determine the fair market value and credit that amount towards the Local Government's financial share. If donated property is to be used as a funding match, it may not be provided by the Local Government. The State will not reimburse the Local Government for any real

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
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property acquired before execution of this Agreement and the obligation of federal spending authority.

- F. The Local Government shall prepare real property maps, property descriptions, and other data as needed to properly describe the real property and submit them to the State for approval prior to the Local Government acquiring the real property. Tracings of the maps shall be retained by the Local Government for a permanent record.
- G. The Local Government agrees to make a determination of property values for each real property parcel by methods acceptable to the State and to submit to the State a tabulation of the values so determined, signed by the appropriate Local Government representative. The tabulations shall list the parcel numbers, ownership, acreage and recommended compensation. Compensation shall be shown in the component parts of land acquired, itemization of improvements acquired, damages (if any) and the amounts by which the total compensation will be reduced if the owner retains improvements. This tabulation shall be accompanied by an explanation to support the determined values, together with a copy of information or reports used in calculating all determined values. Expenses incurred by the Local Government in performing this work may be eligible for reimbursement after the Local Government has received written authorization by the State to proceed with determination of real property values. The State will review the data submitted and may base its reimbursement for parcel acquisitions on these values.
- H. Reimbursement for real property costs will be made to the Local Government for real property purchased in an amount not to exceed eighty percent (80%) of the cost of the real property purchased in accordance with the terms and provisions of this Agreement. Reimbursement will be in an amount not to exceed eighty percent (80%) of the State's predetermined value of each parcel, or the net cost of the parcel, whichever is less. In addition, reimbursement will be made to the Local Government for necessary payments to appraisers, expenses incurred in order to assure good title, and costs associated with the relocation of displaced persons and personal property as well as incidental expenses.
- I. If the Project requires the use of real property to which the Local Government will not hold title, a separate agreement between the owners of the real property and the Local Government must be executed prior to execution of this Agreement. The separate agreement must establish that the Project will be dedicated for public use for a period of not less than 10 (ten) years after completion. The separate agreement must define the responsibilities of the parties as to the use of the real property and operation and maintenance of the Project after completion. The separate agreement must be approved by the State prior to its execution. A copy of the executed agreement shall be provided to the State.

**15. Insurance**

If this Agreement authorizes the Local Government or its contractor to perform any work on State right of way, before beginning work, the entity performing the work shall provide the State with a fully executed copy of the State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

of Insurance for all persons and entities working on State right of way. This coverage shall be maintained until all work on the State right of way is complete. If coverage is not maintained, all work on State right of way shall cease immediately, and the State may recover damages and all costs of completing the work.

**16. Notices**

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

<b>Local Government:</b>	<b>State:</b>
City of North Richland Hills ATTN: City Manager 4301 City Point Drive North Richland Hills, TX 76180-8380	Texas Department of Transportation ATTN: Director of Contract Services 125 E. 11 <sup>th</sup> Street Austin, TX 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this Agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

**17. Legal Construction**

If one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this Agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

**18. Responsibilities of the Parties**

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party, and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

**19. Ownership of Documents**

Upon completion or termination of this Agreement, all documents prepared by the State shall remain the property of the State. All data and information prepared under this Agreement shall be made available to the State without restriction or limitation on their further use. All documents produced or approved or otherwise created by the Local Government shall be transmitted to the State, in the format directed by the State, on a monthly basis or as required by the State. The originals shall remain the property of the Local Government.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

**20. Compliance with Laws**

The parties to this Agreement shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this Agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

**21. Sole Agreement**

This Agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the Agreement’s subject matter.

**22. Cost Principles**

In order to be reimbursed with federal funds, the parties shall comply with the cost principles established in 2 CFR 200 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

**23. Procurement and Property Management Standards**

The parties to this Agreement shall adhere to the procurement and property management standards established in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and to the Texas Uniform Grant Management Standards. The State must pre-approve the Local Government’s procurement procedures for purchases to be eligible for state or federal funds.

**24. Inspection of Books and Records**

The parties to this Agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred under this Agreement and shall make such materials available to the State, the Local Government, and, if federally funded, the FHWA and the U.S. Office of the Inspector General or their duly authorized representatives for review and inspection at its office during the Agreement period and for seven (7) years from the date of final reimbursement by FHWA under this Agreement or until any impending litigation or claims are resolved. Additionally, the State, the Local Government, and the FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

**25. Civil Rights Compliance**

The parties to this Agreement are responsible for the following:

- A. Compliance with Regulations: Both parties will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made part of this Agreement.
- B. Nondiscrimination: The Local Government, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, or

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Local Government will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the Agreement covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

- C. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Local Government for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier will be notified by the Local Government of the Local Government's obligations under this Agreement and the Acts and Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
- D. Information and Reports: The Local Government will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and facilities as may be determined by the State or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations or directives. Where any information required of the Local Government is in the exclusive possession of another who fails or refuses to furnish this information, the Local Government will so certify to the State or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
- E. Sanctions for Noncompliance: In the event of the Local Government's noncompliance with the Nondiscrimination provisions of this Agreement, the State will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  1. withholding of payments to the Local Government under the Agreement until the Local Government complies and/or
  2. cancelling, terminating, or suspending of the Agreement, in whole or in part.
- F. Incorporation of Provisions: The Local Government will include the provisions of paragraphs (A) through (F) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Local Government will take such action with respect to any subcontract or procurement as the State or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Local Government becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the Local Government may request the State to enter into such litigation to protect the interests of the State. In addition, the Local Government may request the United States to enter into such litigation to protect the interests of the United States.

**26. Pertinent Non-Discrimination Authorities**

During the performance of this Agreement, each party, for itself, its assignees, and successors in interest agree to comply with the following nondiscrimination statutes and authorities; including but not limited to:

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

- A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- B. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of federal or federal-aid programs and projects).
- C. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), as amended, (prohibits discrimination on the basis of sex).
- D. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27.
- E. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age).
- F. Airport and Airway Improvement Act of 1982, (49 U.S.C. Chapter 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex).
- G. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the federal-aid recipients, subrecipients and contractors, whether such programs or activities are federally funded or not).
- H. Titles II and III of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38.
- I. The Federal Aviation Administration’s Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex).
- J. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.
- K. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, the parties must take reasonable steps to ensure that LEP persons have meaningful access to the programs (70 Fed. Reg. at 74087 to 74100).
- L. Title IX of the Education Amendments of 1972, as amended, which prohibits the parties from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

**27. Disadvantaged Business Enterprise (DBE) Program Requirements**

If federal funds are used:

- A. The parties shall comply with the Disadvantaged Business Enterprise Program requirements established in 49 CFR Part 26.
- B. The Local Government shall adopt, in its totality, the State’s federally approved DBE program.
- C. The Local Government shall incorporate into its contracts with subproviders an appropriate DBE goal consistent with the State’s DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall submit its proposed scope of services and quantity estimates to the State to allow the State to establish a DBE goal for each Local Government contract with a subprovider. The Local Government shall be responsible for documenting its actions.
- D. The Local Government shall follow all other parts of the State’s DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation’s Federally-Approved Disadvantaged Business Enterprise by Entity, and attachments found at web address [http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou\\_attachments.pdf](http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou_attachments.pdf).
- E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State’s DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the recipient deems appropriate.*

**28. Debarment Certifications**

If federal funds are used, the parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
<b>CCSJ #</b>	<b>0902-90-362</b>	<b>AFA ID</b>	<b>Z00012465</b>	<b>CFDA No.</b>	<b>20.205</b>
<b>AFA CSJs</b>	<b>0902-90-362</b>			<b>CFDA Title</b>	<b>Highway Planning and Construction</b>
<b>District #</b>	<b>02</b>	<b>Code Chart 64#</b>	<b>30500</b>		
<b>Project Name</b>	<b>N Richland Hills Traffic Signal Standard</b>			<b>AFA Not Used For Research &amp; Development</b>	

participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this Agreement, the Local Government certifies that it and its principals are not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549 and further certifies that it will not do business with any party, to include principals, that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this Agreement shall require any party to a subcontract or purchase order awarded under this Agreement to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

If state funds are used, the parties are prohibited from making any award to any party that is debarred under the Texas Administrative Code, Title 34, Part 1, Chapter 20, Subchapter G, Rule §20.585 and the Texas Administrative Code, Title 43, Part 1, Chapter 9, Subchapter G.

**29. Lobbying Certification**

If federal funds are used, in executing this Agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

- A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for the Local Government shall complete and submit the Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The parties shall require that the language of this certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 U.S.C. §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**30. Federal Funding Accountability and Transparency Act Requirements**

If federal funds are used, the following requirements apply:

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
CCSJ #	0902-90-362	AFA ID	Z00012465	CFDA No.	20.205
AFA CSJs	0902-90-362			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	30500		
Project Name	N Richland Hills Traffic Signal Standard			<i>AFA Not Used For Research &amp; Development</i>	

- A. Any recipient of funds under this Agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This Agreement is subject to the following award terms: <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf> and <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf>.
- B. The Local Government agrees that it shall:
1. Obtain and provide to the State a System for Award Management (SAM) number (Federal Acquisition Regulation, Part 4, Sub-part 4.11) if this award provides more than \$25,000 in federal funding. The SAM number may be obtained by visiting the SAM website whose address is: <https://www.sam.gov/portal/public/SAM/>
  2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows federal government to track the distribution of federal money. The DUNS may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet (D&B) on-line registration website [http://fedgov.dnb.com/webform](http://fedgov.dnb.com/webform;); and
  3. Report the total compensation and names of its top five executives to the State if:
    - i. More than 80% of annual gross revenues are from the federal government, and those revenues are greater than \$25,000,000; and
    - ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

### 31. Single Audit Report

If federal funds are used:

- A. The parties shall comply with the single audit report requirements stipulated in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- B. If threshold expenditures of \$750,000 or more are met during the fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Compliance Division, 125 East 11th Street, Austin, TX 78701 or contact TxDOT's Compliance Division by email at [singleaudits@txdot.gov](mailto:singleaudits@txdot.gov).
- C. If expenditures are less than the threshold during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Compliance Division as follows: "We did not meet the \$\_\_\_\_\_ expenditure threshold and therefore, are not required to have a single audit performed for FY \_\_\_\_\_."
- D. For each year the Project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the Agreement, unless otherwise amended or the Project has been formally closed out and no charges have been incurred within the current fiscal year.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
CCSJ #	0902-90-362	AFA ID	Z00012465	CFDA No.	20.205
AFA CSJs	0902-90-362			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	30500		
Project Name	N Richland Hills Traffic Signal Standard			<i>AFA Not Used For Research &amp; Development</i>	

**32. Signatory Warranty**

Each signatory warrants that the signatory has necessary authority to execute this Agreement on behalf of the entity represented.

Each party is signing this Agreement on the date stated under that party’s signature.

**THE STATE OF TEXAS**

**THE LOCAL GOVERNMENT**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed or Printed Name

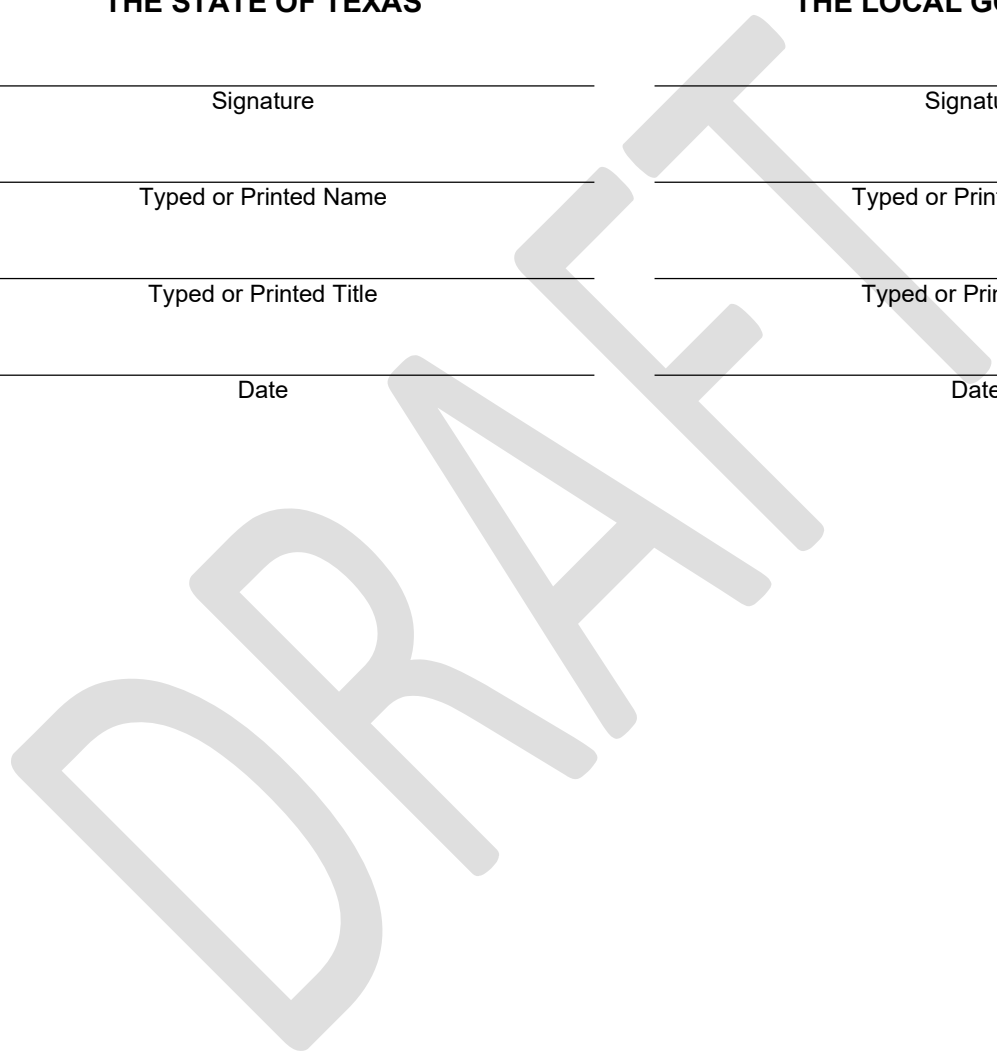
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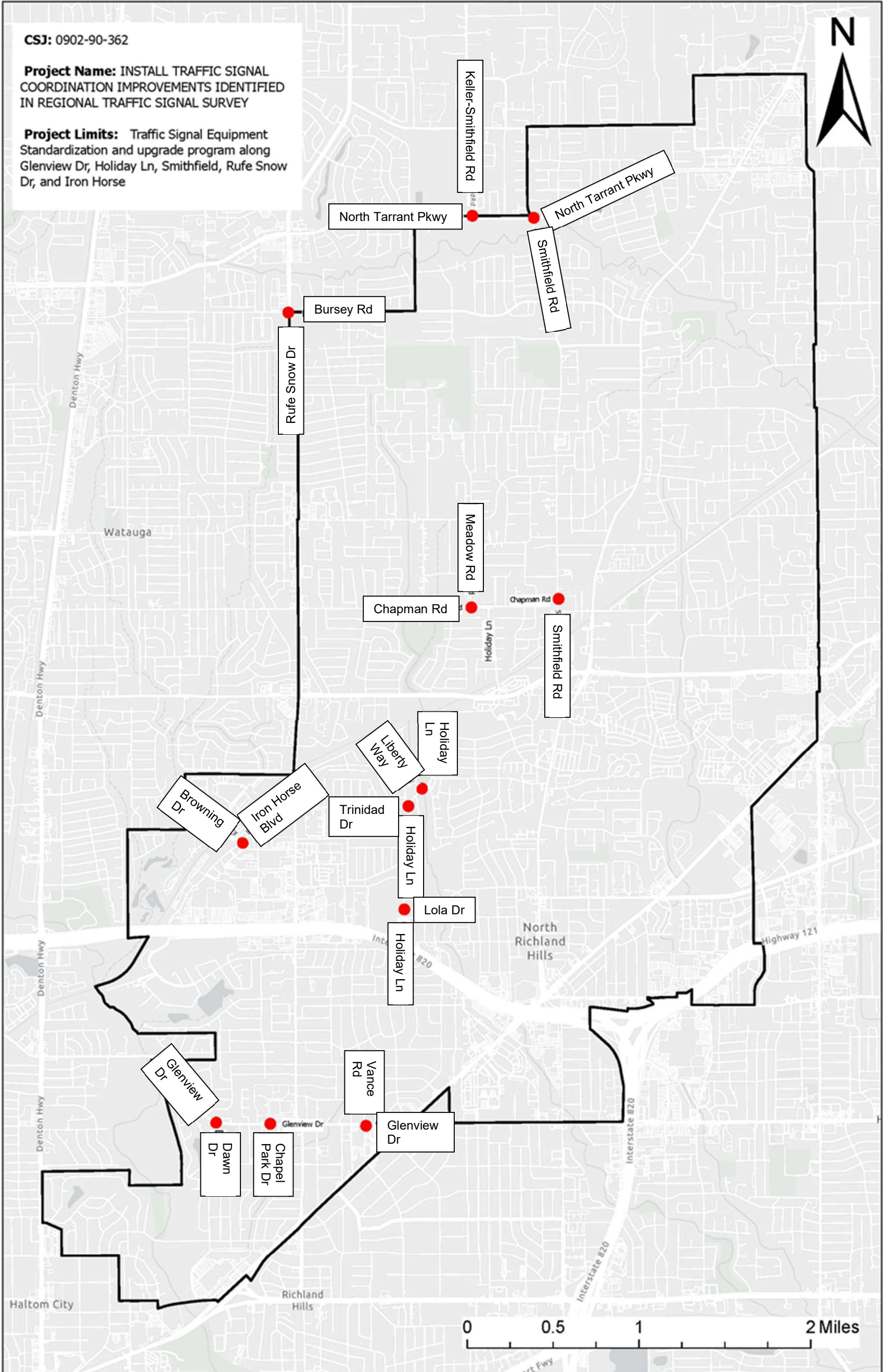
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TxDOT:				Federal Highway Administration:	
CCSJ #	0902-90-362	AFA ID	Z00012465	CFDA No.	20.205
AFA CSJs	0902-90-362			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	30500		
Project Name	N Richland Hills Traffic Signal Standard			AFA Not Used For Research & Development	

**ATTACHMENT A  
LOCATION MAP SHOWING PROJECT**



<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
CCSJ #	0902-90-362	AFA ID	Z00012465	CFDA No.	20.205
AFA CSJs	0902-90-362			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	30500		
Project Name	N Richland Hills Traffic Signal Standard			<i>AFA Not Used For Research &amp; Development</i>	

<b>Project Location</b>
HOLIDAY LANE & LOLA DR
HOLIDAY LANE & TRINIDAD DR
HOLIDAY LANE & LIBERTY WAY
CHAPMAN & MEADOW
CHAPMAN & SMITHFIELD
BURSEY RD & RUFÉ SNOW DR
GLENVIEW DR & DAWN
GLENVIEW DR & VANCE ROAD
IRON HORSE & BROWNING
N.TARRANT PKWY & KELLER/SMITHFIELD
N. TARRANT PKWY & SMITHFIELD
GLENVIEW DR & CHAPEL PARK DR

DRAFT

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
CCSJ #	0902-90-362	AFA ID	Z00012465	CFDA No.	20.205
AFA CSJs	0902-90-362			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	30500		
Project Name	N Richland Hills Traffic Signal Standard			<i>AFA Not Used For Research &amp; Development</i>	

## ATTACHMENT B PROJECT BUDGET

Costs will be allocated based on 100% Federal funding and 0% Local Government funding until the Federal funding reaches the maximum obligated amount. The Local Government will then be responsible for 100% of cost overruns.

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Construction (by Local Government)	\$258,985	100%	\$258,985	0%	\$0	0%	\$0
Subtotal	\$258,985		\$258,985		\$0		\$0
Environmental Direct State Costs	\$1	0%	\$0	0%	\$0	100%	\$1
Engineering Direct State Costs	\$1	0%	\$0	0%	\$0	100%	\$1
Right of Way Direct State Costs	\$1	0%	\$0	0%	\$0	100%	\$1
Utility Direct State Costs	\$1	0%	\$0	0%	\$0	100%	\$1
Construction Direct State Costs	\$12,945	0%	\$0	0%	\$0	100%	\$12,945
Subtotal	\$12,949		\$0		\$0		\$12,949
Indirect State Costs (5.51%)	\$713	0%	\$0	100%	\$713	0%	\$0
<b>TOTAL</b>	<b>\$272,647</b>		<b>\$258,985</b>		<b>\$713</b>		<b>\$12,949</b>

Initial payment by the Local Government to the State: \$ 0 .  
Payment by the Local Government to the State before construction: \$ 12,949.00 .  
Estimated total payment by the Local Government to the State \$ 12,949.00 .

This is an estimate. The final amount of Local Government participation will be based on actual costs.

<b>TxDOT:</b>				<b>Federal Highway Administration:</b>	
CCSJ #	0902-90-362	AFA ID	Z00012465	CFDA No.	20.205
AFA CSJs	0902-90-362			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	30500		
Project Name	N Richland Hills Traffic Signal Standard			<i>AFA Not Used For Research &amp; Development</i>	

**ATTACHMENT C  
RESOLUTION, ORDINANCE, OR COMMISSIONERS COURT ORDER**

DRAFT

**RESOLUTION NO. 2026-034**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, AUTHORIZING THE EXECUTION OF AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR TRAFFIC SIGNAL EQUIPMENT IMPROVEMENTS (CSJ 0902-90-362)**

**WHEREAS**, the City of North Richland Hills, Texas is a home-rule municipality located in Tarrant County, Texas 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 of the City of North Richland Hills, Texas, finds it in the best interest of the citizens to improve safety and traffic flow by modernizing traffic signal equipment at various intersections within the City; and

**WHEREAS**, on August 16, 2023, via Minute Order No. 116752, the Texas Transportation Commission authorized funding for the N Richland Hills Traffic Signal Standard project (the "Project"), which includes the N Richland Hills Traffic Signal Standard project, to receive Surface Transportation Block Grant funds for Project construction and Texas Department of Transportation (TxDOT) oversight; and

**WHEREAS**, the total estimated cost of the project is \$272,647.00, with the Federal share being \$258,985.00, the State share being \$718, and the City of North Richland Hills participation being \$12,949; and

**WHEREAS**, the City of North Richland Hills acknowledges that no local cash match is currently required for the Project, apart from the City of North Richland Hills participation amount of \$12,949 due to the State before construction; and

**WHEREAS**, the City of North Richland Hills acknowledges that the City is responsible for 100% of cost overruns, if any; and

**WHEREAS**, the City Council of the City of North Richland Hills, Texas desires to reaffirm its support for the Project, approve and authorize the execution of an Advance Funding Agreement (AFA) with TxDOT for the Project.

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

**SECTION 1.** The City Council hereby approves the Advance Funding Agreement (AFA) with the Texas Department of Transportation for the installation and modernization of traffic signal equipment through the N Richland Hills Traffic Signal Standard project (CSJ 0902-90-362).

**SECTION 2.** The City Manager is hereby authorized to execute and enter into an Advance Funding Agreement (AFA), and all other documents necessary to complete this transaction, with TXDOT for this Project.

**SECTION 3.** It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

**PASSED AND APPROVED** on this 27<sup>th</sup> day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

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Jack McCarty, Mayor

**ATTEST:**

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Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

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Bradley A. Anderle, City Attorney

**APPROVED AS TO CONTENT:**

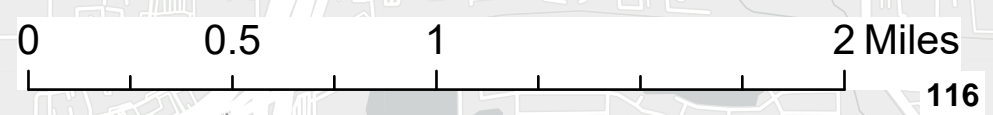
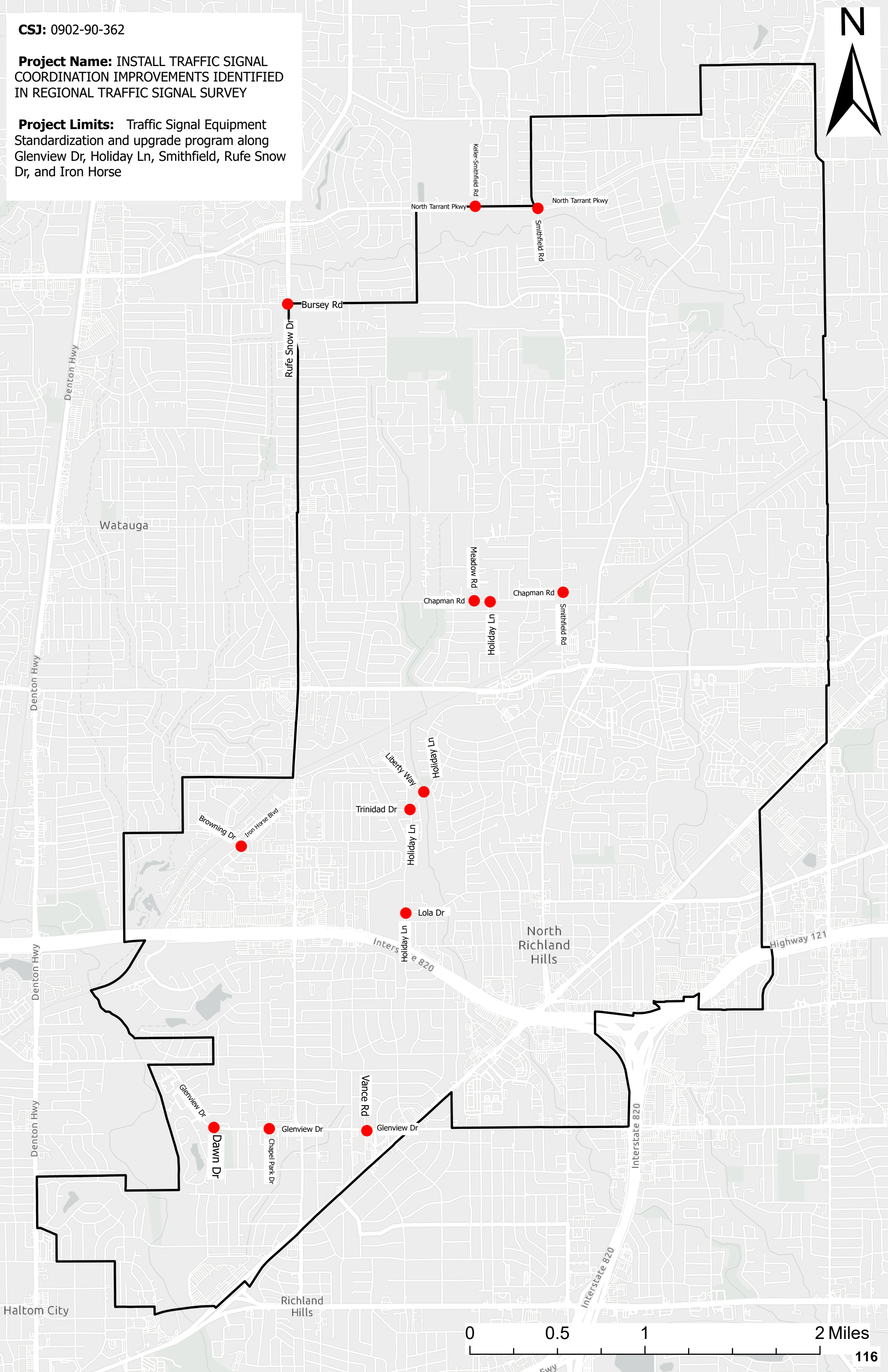
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Caroline Waggoner  
Assistant City Manager

CSJ: 0902-90-362

**Project Name:** INSTALL TRAFFIC SIGNAL COORDINATION IMPROVEMENTS IDENTIFIED IN REGIONAL TRAFFIC SIGNAL SURVEY

**Project Limits:** Traffic Signal Equipment Standardization and upgrade program along Glenview Dr, Holiday Ln, Smithfield, Rufe Snow Dr, and Iron Horse



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** Authorize the City Manager to approve FY 2026 purchases of broadcasting equipment and technology from Enco Systems Inc. in a cumulative amount not to exceed \$110,689.  
**PRESENTER:** Mary Peters, Communications Director

### **SUMMARY:**

The purpose of this item is to authorize the City Manager to approve FY 2026 purchases of broadcasting equipment and technology from Enco Systems Inc. in a cumulative amount not to exceed \$110,689.

### **GENERAL DESCRIPTION:**

When City Hall was built 10 years ago, the technology for our public meeting broadcasts was designed and installed by Rushworks, a company that specializes in public, education and government (PEG) channel broadcasting. The video cameras, production equipment, and broadcasting system were updated by Rushworks in 2021 and are no longer under warranty. Rushworks is now owned by Enco Systems Inc., which continues to sell and support the Rushworks equipment and technology as the sole-source provider.

To maintain efficient and optimal performance and ensure quality broadcasts, the City Manager entered into an agreement with Enco to upgrade our video cameras, production equipment and broadcasting system with the latest Rushworks models. Enco will also add closed captioning to improve the quality of our broadcasts for the hearing impaired and comply with a new federal mandate requiring local governments to follow ADA rules for streaming video content. \$84,292 is the cost to update the existing system and add closed-captioning, including all hardware, software and installation costs. This equipment upgrade will be completed by early July.

Additionally, staff is requesting to purchase a portable video production system from Enco that utilizes the Rushworks technology for \$16,334. This will streamline our workflow when recording and producing meetings that are held off-site at the Grand Hall, Community Room and other locations, saving a considerable amount of post-production staff time.

The portable system will bring our FY 2026 purchases with Enco to \$100,626. In addition, a 10% contingency is requested to cover any unforeseen expenses related to either project, bringing the total not-to-exceed amount for the fiscal year to \$110,689. Funding



is from PEG Fees and is included in the FY 2026 Adopted Budget in capital project IT2512.

The first year of annual support is included with the equipment purchases. Ongoing, annual support in the amount of \$7,739 will be allocated through the annual budget process.

**RECOMMENDATION:**

Authorize the City Manager to approve FY 2026 purchases of broadcasting equipment and technology from Enco Systems Inc. in a cumulative amount not to exceed \$110,689.



**GOVERNMENT CONTRACT AND PURCHASING RIDER  
FOR CONTRACTS WITH THE CITY OF NORTH RICHLAND HILLS, TEXAS**

By submitting a response to a solicitation or bid, or by entering into a contract for goods or services and/or by accepting a purchase order, the Contractor, Consultant, Vendor, or other party identified below (collectively "Contractor"), agrees that the terms and conditions herein shall govern all agreements with the City unless otherwise agreed to by a **specifically executed provision** within the contract or purchase order, provided same is permissible by law. The terms and conditions herein are **BINDING** and **SUPERSEDE** any and all other terms and conditions whether oral or written in any separate agreement or found on Contractor's website or other electronic platform.

**APPLICATION.** This **GOVERNMENT CONTRACT AND PURCHASING RIDER FOR CONTRACTS WITH THE CITY OF NORTH RICHLAND HILLS, TEXAS** ("Government Rider") applies to, is considered a part of, is incorporated into, and takes precedence over any conflicting provision in, or attached to, the Response to Solicitation or Bid, Contract or Purchase Order, Agreement for Purchase or Sale, Standard Terms and Conditions, Quote, Invoice, or other applicable agreement of the Contractor (collectively the "Agreement"), to which this Government Rider is attached and described as follows:

Title of Agreement with Additional Terms: Enco Quote CONRH041526  
Legal Name of Cooperative Contractor: Enco Systems Inc  
Legal Name of Third-Party Contractor (if applicable) (if not applicable enter N/A): N/A  
Description of Goods or Services ("Goods or Services"): Broadcasting and closed captioning equipment (Alist, Vdesk, cameras, enCaption)  
Cooperative Agreement: N/A  
Total Contract Price: \$ 84,292.00

Notwithstanding any language to the contrary in the attached Agreement between Contractor and the **City of North Richland Hills ("City")**, individually referred to as a "party" and collectively referred to as the "parties," the parties stipulate by evidence of execution of this Government Rider below by a representative of each party duly authorized to bind the parties hereto, that the parties hereby agree that the provisions in this Government Rider below shall be applicable to and shall modify and supersede the Agreement as set forth below:

**SECTION 1. TIME FOR PAYMENT AND INTEREST.** The City's payments under the Agreement, including the time of payment and the payment of interest on overdue amounts, are subject to Chapter 2251 of the Texas Government Code. Payment shall be due within thirty (30) days of (i) the date of the City's receipt of the goods under the Agreement; (ii) the date the performance of the services under the Agreement are completed; or (iii) the date the City receives an invoice for the goods or services, whichever is later. Interest on any overdue payment shall not exceed 1% plus the prime rate as published by the Wall Street Journal on the first day of July of the preceding fiscal year that does not fall on a Saturday or Sunday. The City reserves the right to modify any amount due to the Contractor presented by invoice to the City if necessary to conform the amount to the terms of the Contract, the Texas Government Code or this Government Rider. To the extent the Agreement requires the City to agree to a higher rate of interest than allowed by law, or to incur penalties or late fees prior to 30 days before receipt of invoice or services, any such requirements shall be null and void, are hereby deleted from the Agreement and shall have no force or effect.

**SECTION 2. INDEMNIFICATION; LIABILITY; NO FUTURE DEBT.**

**2.1 Multiyear Contracts.** If the NRH City Council does not appropriate funds sufficient to make any payment for a fiscal year after the City's fiscal year in which the Agreement becomes effective, and there are no proceeds available for payment from the sale of bonds or other debt instruments, then the Agreement shall automatically terminate at the end of the fiscal year for which funds were appropriated, in accordance with Section 5, Article XI of the Texas Constitution. The City shall have the right to terminate the Agreement at the end of any City fiscal year, without any penalty to the City, if the City Council does not appropriate sufficient funds to continue the Agreement to the next fiscal year. The City shall provide Contractor with as much advance written notice of such termination as is reasonably possible, but not less than thirty (30) days.

**2.2 No Future Debt.** In compliance with Section 5, Article XI of the Texas Constitution, all payment obligations of the City hereunder are subject to the availability of funds. If such funds are not appropriated or become unavailable during the Term of the Agreement, or in any renewal year of the Agreement, the City shall have the right to terminate the Agreement, except for those portions of funds which have been appropriated prior to termination. To the extent the Agreement requires the City to agree to the creation of future debt for which funds are not appropriated, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**2.3 INDEMNIFICATION AND LIABILITY. CONTRACTOR SHALL BE LIABLE FOR, AND SHALL INDEMNIFY AND HOLD THE CITY ITS OFFICERS, AGENTS, EMPLOYEES, VOLUNTEERS, AND REPRESENTATIVES (collectively "CITY INDEMNITEES") HARMLESS FROM ANY INJURY, LOSS OR DAMAGE DUE TO, OR ARISING OUT OF, THE NEGLIGENT ACTS OR OMISSIONS OR INTENTIONAL MISCONDUCT OF CONTRACTOR. TO THE EXTENT THE AGREEMENT REQUIRES THE CITY TO INDEMNIFY, DEFEND AND/OR HOLD CONTRACTOR OR ANY OF ITS AFFILIATES, EMPLOYEES, DIRECTORS, OFFICERS, VOLUNTEERS, OR REPRESENTATIVES (collectively the "CONTRACTOR INDEMNITEES") HARMLESS, THE CITY SHALL NOT BE REQUIRED TO DEFEND ANY CONTRACTOR INDEMNITEE UNDER THE AGREEMENT AND THE CITY SHALL ONLY INDEMNIFY OR HOLD ANY INDEMNITEE HARMLESS TO THE EXTENT PERMITTED BY APPLICABLE LAW, AND ONLY TO THE EXTENT SUCH INJURY, LOSS, OR DAMAGE IS DUE TO THE NEGLIGENT ACTS OR OMISSIONS OR INTENTIONAL MISCONDUCT OF THE CITY. THE CITY SHALL NOT BE UNDER ANY OBLIGATION TO CREATE ANY SINKING FUND TO SATISFY ANY OBLIGATION TO INDEMNIFY UNDER THE AGREEMENT. NOTWITHSTANDING ANY OF THE FOREGOING, IN NO EVENT SHALL THE CITY'S LIABILITY EXCEED THE TOTAL AMOUNT OF FEES PAID BY THE CITY UNDER THE AGREEMENT FOR THE PREVIOUS TWELVE MONTH PERIOD. IN NO EVENT SHALL EITHER PARTY BE**

Government Contract and Purchasing Rider  
For Contracts with the City of North Richland Hills, TX  
Vendor Name: Enco Systems Inc  
Page 1 of 3

**LIABLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES UNDER THE AGREEMENT. THIS PROVISION SHALL SUPERSEDE ANY OTHER PROVISION OF CONTRACTOR IN ANY SEPARATE AGREEMENT, TERMS AND CONDITIONS, QUOTE OR INVOICE.**

**SECTION 3. TERMINATION.** Notwithstanding Section 2 above, and unless otherwise specifically agreed to by the parties, either party may terminate this Agreement by providing thirty (30) days prior written notice of such termination to the other party. Termination pursuant to this Section shall not relieve the Contractor of any obligation or liability that has accrued prior to cancellation. City shall pay Contractor for any services performed up to the effective date of such termination. **This Agreement is subject to termination, without penalty, at any time the City deems the Contractor to be non-compliant with contractual obligations.** Unless otherwise specifically agreed to by the parties in writing, to the extent the Agreement requires the City to (i) agree to a shorter termination period than thirty (30) days; (ii) agree to automatic renewals not included as a part of the "Term of the Agreement" listed above in this Government Rider; or (iii) incur a termination penalty, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 4. INSURANCE.** The City is a Government entity under the laws of the state of Texas, and pursuant to Chapter 2259 of the Texas Government Code, "Self-Insurance by Government Units," the City is self-insured and therefore is not required to purchase insurance. The City shall not be required to purchase an insurance policy under this Agreement. Any such requirement in the Agreement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect. The City will provide a letter of self-insured status as requested by Contractor.

**SECTION 5. CONFIDENTIALITY.** The City is a Government entity under the laws of the State of Texas and all documents or information held or maintained by the City are subject to disclosure under the Texas Public Information Act, Chapter 552 of the Texas Government Code (the "Act"). To the extent any provision in the Agreement attempts to prevent the disclosure of information that is subject to public disclosure under federal or Texas law, including any provision that prohibits disclosure of the terms and conditions of the Agreement, such provision is invalid. Any such requirement in the Agreement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 6. TAX EXEMPTION.** The City shall not be liable to Contractor for any federal, state or local taxes for which the City is not liable by law, including state and local sales and use taxes, pursuant to Section 151.309 of Title 3, Texas Tax Code, and federal excise tax, pursuant to Subtitle D of the Internal Revenue Code. Accordingly, those taxes shall not be added to any goods or services under the Agreement. The City shall furnish a copy of the applicable tax exemption certificate upon request from Contractor. If the City is billed for any taxes not in compliance with this Section 6, the City shall be authorized to remit payment less the taxes imposed.

**SECTION 7. GOVERNING LAW AND VENUE.** This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed in accordance with the laws of the United States and the state of Texas, exclusive of conflicts of laws provisions. Venue for any suit brought under this Agreement shall be in a court of competent jurisdiction in Tarrant County, Texas. To the extent this Agreement is required to be governed by any state law other than Texas or venue in any jurisdiction other than Tarrant County, any such requirement in the Agreement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 8. ATTORNEYS' FEES; PENALTIES; LIQUIDATED DAMAGES:** The City shall only be liable for attorneys' fees for breach of this Agreement to the extent such attorneys' fees are reasonable and necessary and equitable and just as authorized by Section 271.153 of the Texas Local Government Code. To the extent the attached Agreement requires the City to pay attorneys' fees for any action contemplated or taken, or to incur penalties or liquidated damages in any amount not authorized by Section 271.153, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 9. SOVEREIGN IMMUNITY.** Nothing in the Agreement, or herein in this Government Rider, constitutes a waiver of the City's sovereign immunity. To the extent the Agreement requires the City to waive its rights or immunities as a government entity, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 10. ASSIGNMENT.** To the extent the Agreement addresses the right to assign any rights or interest in the Agreement to another party, such right of assignment shall be reciprocal, and neither party shall have the right to assign or transfer any of its rights or interests in the Agreement without the express prior written consent of the other party. Notwithstanding, the Contractor shall have the right to assign the Agreement to any entity in which it is a recognized legal affiliate or subsidiary or which such entity obtains a majority interest without the consent of the City; however, Contractor shall give the City at least thirty (30) days' written notice of any such assignment or transfer of interest.

**SECTION 11. RIGHT TO TRIAL BY JURY.** The City reserves its right to settle disputes by trial by jury. Any such provision in the Agreement that requires the City to waive its right to a trial by jury shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 12. ALTERNATIVE DISPUTE RESOLUTION.** To the extent the Agreement requires all disputes to be resolved by binding arbitration, any such provision shall be null and void, is hereby deleted from the Agreement and shall have no force or effect. Prior to instituting litigation under the Agreement, the parties may agree to mediation upon written mutual consent. Any such mediation shall be governed by the applicable rules of the American Arbitration Association, with mediation being held in Tarrant County, Texas. Each party shall share equally in the costs of the mediator, and shall be responsible for its own attorney's fees and expenses.

**SECTION 13. LIMITATION ON CLAIMS.** Any claim for breach of this Agreement shall be brought within four (4) years in accordance with Texas Civil Practices and Remedies Code Sec. 16.004 and Texas Business and Commerce Code Sec. 2.725. To the extent the Agreement requires a shorter period for limitation on claims, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 14. FORCE MAJEURE.** Either party may terminate this Agreement and shall not be liable for any alleged damages or loss due to failure to perform its obligations under this Agreement if the performance is delayed or canceled by reason of a Force Majeure event, including but not limited to, war; civil commotion; acts of God; inclement weather; Government restrictions, regulations, or interferences; fires; labor strikes; material shortages; lockouts, national disasters; epidemics; pandemics; riots; transportation restrictions; or any other circumstances which are reasonably beyond the control of the party.

**SECTION 15. RIGHT TO AUDIT.** The City shall, until the expiration of three (3) years after final payment under the Agreement, have the right to access and the right to examine and photocopy any directly pertinent books, documents, papers and records, whether electronic or hardcopy (collectively "Records") of Contractor involving transactions under this Agreement to ensure compliance herewith. The City shall have the right to access Contractor's Records during normal working hours and shall provide Contractor with reasonable advance notice of intended audits, but not less than ten (10) business days.

**SECTION 16. SUCCESSORS AND ASSIGNS.** The parties each bind themselves and their successors, executors, administrators and assigns to this Agreement and to all covenants of this Agreement hereafter.

**SECTION 17. CITY'S LOGO OR MARKS.** The City's logo is protected by applicable federal and state copyright and trademark laws. Contractor may not use the City's name in a demeaning, obscene or detrimental manner as determined by the City in its sole discretion, and Contractor shall not use the City's logo in any manner, except as specifically approved by the City in writing.

**SECTION 18. RIDER CONTROLLING:** If any provisions of the attached Agreement, conflict with the terms herein of this Government Rider, are prohibited by applicable law, conflict with any applicable rule, regulation or ordinance of the City, the terms in this Government Rider shall control.

By signature below of an authorized representative, the parties hereby accept and agree to the terms and conditions set forth in this Government Rider.

**CITY OF NORTH RICHLAND HILLS:**

**Enco Systems Inc**

By:   
Paulette A. Hartman  
City Manager

By:   
Name: Christi Short  
Title: Purchasing Manager

Date: 5/6/24

Date: 4/23/2026

Or Designee:

By: \_\_\_\_\_  
Name:  
Title:

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

**ATTEST:**

By: \_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

By: \_\_\_\_\_  
Bradley A. Anderle  
City Attorney



# QUOTE

Number CONRH041526  
Date Apr 15, 2026

Sold To	Ship To	Your Sales Rep
<b>City of North Richland Hills</b> Mary Peters 4301 City Point Drive NORTH RICHLAND HILLS, TX 76180	<b>City of North Richland Hills</b> Mary Peters 4301 City Point Drive NORTH RICHLAND HILLS, TX 76180	<b>Keith Lucas</b>

Phone 817.427.6125  
Email mpeters@nrhtx.com

Phone 817.427.6125  
Email mpeters@nrhtx.com

Exp: 4/14/2027

#	Part	Description	Unit Price	Ext. Price
1	RW-ALBUPG	A-LIST BROADCAST Tower Chassis Upgrade	\$9,595.00	\$9,595.00
1	RW-VDUPG	VDESK PRO System Upgrade	\$11,596.00	\$11,596.00
1	RW-CAM	CAMERAS	\$23,625.00	\$23,625.00
1	enCaption 5 Set-Up	Initial setup and configuration for all enCaption builds and usage amounts, includes up to 2 hours of remote training	\$1,795.00	\$1,795.00
1	enCaption 5 PEG BO	enCaption5 Automated Captioning Appliance - Includes Hardware and Software. Realtime and Offline enabled	\$24,995.00	\$24,995.00
		License is good for 10 years - License updated annually		
		Unlimited 24/7 usage - unlimited hours a month with NO overage fee		
		5 Year Warranty on the Hardware		
1	CC Encoder Card BO	ENCO Closed Caption Encoder Card for SDI insertion	\$4,995.00	\$4,995.00
<b>ANNUAL SUPPORT</b>				
1	enCaption 5 Support PEG	enCaption 5 - YEARLY Annual Support for enCaption 5	\$3,995.00	\$3,995.00
		NOTE: Annual Support renewal - It includes support and any software upgrades as long as client is under the annual support contract		
1	RW-ASAP	ASAP - YEARLY Annual Support for A-LIST and VDESK Systems	\$0.00	\$0.00
		Annual Cost of \$3,744 - *First Year Included with Purchase		
		Note: Annual Support Renewal - It includes support and any software upgrades at no cost as long as client is under the annual support contract		

### INSTALLATION AND TRAINING

1	RW-ONSITE	Onsite Installation and Training	\$3,600.00	\$3,600.00
1	RW-TRAVEL	Estimated Travel Costs	\$96.00	\$96.00

## ORDER SUMMARY

Terms and Conditions: Hardware carries a one-year warranty unless specified otherwise. Purchase price includes technical support as noted; if parent system is not under support, new products are not under support. Technical support does not cover installation or configuration of covered items on non-ENCO provided and/or out of warranty hardware; this support will be subject to hourly billing. Shipment is FOB Novi, MI and not included in totals. Applicable tax will be added to final invoice amount. Hardware installation, facility wiring, etc. is expected to be completed in advance of onsite training. Software is non-refundable. Hardware is refundable only for the first thirty days if accompanied by an RMA number and subject to a 20% restocking charge. Onsite travel related expenses may be billed separately. All non-check/cash payments are subject to a 3% convenience and processing fee. Quote is valid for thirty (30) days from date of issue unless specified otherwise.

Purchase Price:	\$84,292.00
Downpayment:	\$0.00
Terms:	Net 30

I, the undersigned, have read, understand, and accept the terms and conditions contained in this agreement and hereby authorize purchase of the items listed in this quote and represent that I am authorized to bind the organization into this agreement.

Signature

Date

5/6/24



**GOVERNMENT CONTRACT AND PURCHASING RIDER  
FOR CONTRACTS WITH THE CITY OF NORTH RICHLAND HILLS, TEXAS**

By submitting a response to a solicitation or bid, or by entering into a contract for goods or services and/or by accepting a purchase order, the Contractor, Consultant, Vendor, or other party identified below (collectively "Contractor"), agrees that the terms and conditions herein shall govern all agreements with the City unless otherwise agreed to by a **specifically executed provision** within the contract or purchase order, provided same is permissible by law. The terms and conditions herein are BINDING and SUPERSEDE any and all other terms and conditions whether oral or written in any separate agreement or found on Contractor's website or other electronic platform.

**APPLICATION.** This **GOVERNMENT CONTRACT AND PURCHASING RIDER FOR CONTRACTS WITH THE CITY OF NORTH RICHLAND HILLS, TEXAS** ("Government Rider") applies to, is considered a part of, is incorporated into, and takes precedence over any conflicting provision in, or attached to, the Response to Solicitation or Bid, Contract or Purchase Order, Agreement for Purchase or Sale, Standard Terms and Conditions, Quote, Invoice, or other applicable agreement of the Contractor (collectively the "Agreement"), to which this Government Rider is attached and described as follows:

Title of Agreement with Additional Terms: **ENCO Quote NRH-050626-VDP1**  
Legal Name of Cooperative Contractor: **Enco Systems Inc**  
Legal Name of Third-Party Contractor (if applicable) (if not applicable enter N/A): **N/A**  
Description of Goods or Services ("Goods or Services"): **Portable Vdesk system**  
Cooperative Agreement: **NA**  
Total Contract Price: \$ **\$16,334**

Notwithstanding any language to the contrary in the attached Agreement between Contractor and the **City of North Richland Hills ("City")**, individually referred to as a "party" and collectively referred to as the "parties," the parties stipulate by evidence of execution of this Government Rider below by a representative of each party duly authorized to bind the parties hereto, that the parties hereby agree that the provisions in this Government Rider below shall be applicable to and shall modify and supersede the Agreement as set forth below:

**SECTION 1. TIME FOR PAYMENT AND INTEREST.** The City's payments under the Agreement, including the time of payment and the payment of interest on overdue amounts, are subject to Chapter 2251 of the Texas Government Code. Payment shall be due within thirty (30) days of (i) the date of the City's receipt of the goods under the Agreement; (ii) the date the performance of the services under the Agreement are completed; or (iii) the date the City receives an invoice for the goods or services, whichever is later. Interest on any overdue payment shall not exceed 1% plus the prime rate as published by the Wall Street Journal on the first day of July of the preceding fiscal year that does not fall on a Saturday or Sunday. The City reserves the right to modify any amount due to the Contractor presented by invoice to the City if necessary to conform to the terms of the Contract, the Texas Government Code or this Government Rider. To the extent the Agreement requires the City to agree to a higher rate of interest than allowed by law, or to incur penalties or late fees prior to 30 days before receipt of invoice or services, any such requirements shall be null and void, are hereby deleted from the Agreement and shall have no force or effect.

**SECTION 2. INDEMNIFICATION; LIABILITY; NO FUTURE DEBT.**

**2.1 Multiyear Contracts.** If the NRH City Council does not appropriate funds sufficient to make any payment for a fiscal year after the City's fiscal year in which the Agreement becomes effective, and there are no proceeds available for payment from the sale of bonds or other debt instruments, then the Agreement shall automatically terminate at the end of the fiscal year for which funds were appropriated, in accordance with Section 5, Article XI of the Texas Constitution. The City shall have the right to terminate the Agreement at the end of any City fiscal year, without any penalty to the City, if the City Council does not appropriate sufficient funds to continue the Agreement to the next fiscal year. The City shall provide Contractor with as much advance written notice of such termination as is reasonably possible, but not less than thirty (30) days.

**2.2 No Future Debt.** In compliance with Section 5, Article XI of the Texas Constitution, all payment obligations of the City hereunder are subject to the availability of funds. If such funds are not appropriated or become unavailable during the Term of the Agreement, or in any renewal year of the Agreement, the City shall have the right to terminate the Agreement, except for those portions of funds which have been appropriated prior to termination. To the extent the Agreement requires the City to agree to the creation of future debt for which funds are not appropriated, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**2.3 INDEMNIFICATION AND LIABILITY. CONTRACTOR SHALL BE LIABLE FOR, AND SHALL INDEMNIFY AND HOLD THE CITY ITS OFFICERS, AGENTS, EMPLOYEES, VOLUNTEERS, AND REPRESENTATIVES (collectively "CITY INDEMNITEES") HARMLESS FROM ANY INJURY, LOSS OR DAMAGE DUE TO, OR ARISING OUT OF, THE NEGLIGENCE ACTS OR OMISSIONS OR INTENTIONAL MISCONDUCT OF CONTRACTOR. TO THE EXTENT THE AGREEMENT REQUIRES THE CITY TO INDEMNIFY, DEFEND AND/OR HOLD CONTRACTOR OR ANY OF ITS AFFILIATES, EMPLOYEES, DIRECTORS, OFFICERS, VOLUNTEERS, OR REPRESENTATIVES (collectively the "CONTRACTOR INDEMNITEES") HARMLESS, THE CITY SHALL NOT BE REQUIRED TO DEFEND ANY CONTRACTOR INDEMNITEE UNDER THE AGREEMENT AND THE CITY SHALL ONLY**

**INDEMNIFY OR HOLD ANY INDEMNITEE HARMLESS TO THE EXTENT PERMITTED BY APPLICABLE LAW, AND ONLY TO THE EXTENT SUCH INJURY, LOSS, OR DAMAGE IS DUE TO THE NEGLIGENT ACTS OR OMISSIONS OR INTENTIONAL MISCONDUCT OF THE CITY. THE CITY SHALL NOT BE UNDER ANY OBLIGATION TO CREATE ANY SINKING FUND TO SATISFY ANY OBLIGATION TO INDEMNIFY UNDER THE AGREEMENT. NOTWITHSTANDING ANY OF THE FOREGOING, IN NO EVENT SHALL THE CITY'S LIABILITY EXCEED THE TOTAL AMOUNT OF FEES PAID BY THE CITY UNDER THE AGREEMENT FOR THE PREVIOUS TWELVE MONTH PERIOD. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES UNDER THE AGREEMENT. THIS PROVISION SHALL SUPERSEDE ANY OTHER PROVISION OF CONTRACTOR IN ANY SEPARATE AGREEMENT, TERMS AND CONDITIONS, QUOTE OR INVOICE.**

**SECTION 3. TERMINATION.** Notwithstanding Section 2 above, and unless otherwise specifically agreed to by the parties, either party may terminate this Agreement by providing thirty (30) days prior written notice of such termination to the other party. Termination pursuant to this Section shall not relieve the Contractor of any obligation or liability that has accrued prior to cancellation. City shall pay Contractor for any services performed up to the effective date of such termination. **This Agreement is subject to termination, without penalty, at any time the City deems the Contractor to be non-compliant with contractual obligations.** Unless otherwise specifically agreed to by the parties in writing, to the extent the Agreement requires the City to (i) agree to a shorter termination period than thirty (30) days; (ii) agree to automatic renewals not included as a part of the "Term of the Agreement" listed above in this Government Rider; or (iii) incur a termination penalty, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 4. INSURANCE.** The City is a Government entity under the laws of the state of Texas, and pursuant to Chapter 2259 of the Texas Government Code, "Self-Insurance by Government Units," the City is self-insured and therefore is not required to purchase insurance. The City shall not be required to purchase an insurance policy under this Agreement. Any such requirement in the Agreement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect. The City will provide a letter of self-insured status as requested by Contractor.

**SECTION 5. CONFIDENTIALITY.** The City is a Government entity under the laws of the State of Texas and all documents or information held or maintained by the City are subject to disclosure under the Texas Public Information Act, Chapter 552 of the Texas Government Code (the "Act"). To the extent any provision in the Agreement attempts to prevent the disclosure of information that is subject to public disclosure under federal or Texas law, including any provision that prohibits disclosure of the terms and conditions of the Agreement, such provision is invalid. Any such requirement in the Agreement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 6. TAX EXEMPTION.** The City shall not be liable to Contractor for any federal, state or local taxes for which the City is not liable by law, including state and local sales and use taxes, pursuant to Section 151.309 of Title 3, Texas Tax Code, and federal excise tax, pursuant to Subtitle D of the Internal Revenue Code. Accordingly, those taxes shall not be added to any goods or services under the Agreement. The City shall furnish a copy of the applicable tax exemption certificate upon request from Contractor. If the City is billed for any taxes not in compliance with this Section 6, the City shall be authorized to remit payment less the taxes imposed.

**SECTION 7. GOVERNING LAW AND VENUE.** This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed in accordance with the laws of the United States and the state of Texas, exclusive of conflicts of laws provisions. Venue for any suit brought under this Agreement shall be in a court of competent jurisdiction in Tarrant County, Texas. To the extent this Agreement is required to be governed by any state law other than Texas or venue in any jurisdiction other than Tarrant County, any such requirement in the Agreement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 8. ATTORNEYS' FEES; PENALTIES; LIQUIDATED DAMAGES:** The City shall only be liable for attorneys' fees for breach of this Agreement to the extent such attorneys' fees are reasonable and necessary and equitable and just as authorized by Section 271.153 of the Texas Local Government Code. To the extent the attached Agreement requires the City to pay attorneys' fees for any action contemplated or taken, or to incur penalties or liquidated damages in any amount not authorized by Section 271.153, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 9. SOVEREIGN IMMUNITY.** Nothing in the Agreement, or herein in this Government Rider, constitutes a waiver of the City's sovereign immunity. To the extent the Agreement requires the City to waive its rights or immunities as a government entity, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 10. ASSIGNMENT.** To the extent the Agreement addresses the right to assign any rights or interest in the Agreement to another party, such right of assignment shall be reciprocal, and neither party shall have the right to assign or transfer any of its rights or interests in the Agreement without the express prior written consent of the other party. Notwithstanding, the Contractor shall have the right to assign the Agreement to any entity in which it is a recognized legal affiliate or subsidiary or which such entity obtains a majority interest without the consent of the City; however, Contractor shall give the City at least thirty (30) days' written notice of any such assignment or transfer of interest.

**SECTION 11. RIGHT TO TRIAL BY JURY.** The City reserves its right to settle disputes by trial by jury. Any such provision in the Agreement that requires the City to waive its right to a trial by jury shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 12. ALTERNATIVE DISPUTE RESOLUTION.** To the extent the Agreement requires all disputes to be resolved by binding arbitration, any such provision shall be null and void, is hereby deleted from the Agreement and shall have no force or effect. Prior to instituting litigation under the Agreement, the parties may agree to mediation upon written mutual consent. Any such mediation shall be governed by the applicable rules of the American Arbitration

Association, with mediation being held in Tarrant County, Texas. Each party shall share equally in the costs of the mediator, and shall be responsible for its own attorney's fees and expenses.

**SECTION 13. LIMITATION ON CLAIMS.** Any claim for breach of this Agreement shall be brought within four (4) years in accordance with Texas Civil Practices and Remedies Code Sec. 16.004 and Texas Business and Commerce Code Sec. 2.725. To the extent the Agreement requires a shorter period for limitation on claims, any such requirement shall be null and void, is hereby deleted from the Agreement and shall have no force or effect.

**SECTION 14. FORCE MAJEURE.** Either party may terminate this Agreement and shall not be liable for any alleged damages or loss due to failure to perform its obligations under this Agreement if the performance is delayed or canceled by reason of a Force Majeure event, including but not limited to, war; civil commotion; acts of God; inclement weather; Government restrictions, regulations, or interferences; fires; labor strikes; material shortages; lockouts, national disasters; epidemics; pandemics; riots; transportation restrictions; or any other circumstances which are reasonably beyond the control of the party.

**SECTION 15. RIGHT TO AUDIT.** The City shall, until the expiration of three (3) years after final payment under the Agreement, have the right to access and the right to examine and photocopy any directly pertinent books, documents, papers and records, whether electronic or hardcopy (collectively "Records") of Contractor involving transactions under this Agreement to ensure compliance herewith. The City shall have the right to access Contractor's Records during normal working hours and shall provide Contractor with reasonable advance notice of intended audits, but not less than ten (10) business days.

**SECTION 16. SUCCESSORS AND ASSIGNS.** The parties each bind themselves and their successors, executors, administrators and assigns to this Agreement and to all covenants of this Agreement hereafter.

**SECTION 17. CITY'S LOGO OR MARKS.** The City's logo is protected by applicable federal and state copyright and trademark laws. Contractor may not use the City's name in a demeaning, obscene or detrimental manner as determined by the City in its sole discretion, and Contractor shall not use the City's logo in any manner, except as specifically approved by the City in writing.

**SECTION 18. RIDER CONTROLLING:** If any provisions of the attached Agreement, conflict with the terms herein of this Government Rider, are prohibited by applicable law, conflict with any applicable rule, regulation or ordinance of the City, the terms in this Government Rider shall control.

By signature below of an authorized representative, the parties hereby accept and agree to the terms and conditions set forth in this Government Rider.

**CITY OF NORTH RICHLAND HILLS:**

**Enco Systems Inc**

By: \_\_\_\_\_  
Paulette A. Hartman  
City Manager

By:   
Name: Christi Short  
Title: Purchasing Manager

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

Date: May 13, 2026

**ATTEST:**

By: \_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

By: \_\_\_\_\_  
Bradley Anderle  
City Attorney



# SALES QUOTE

Number **NRH-050626-VDP1**  
 Date **05/06/26**

## Sales Rep

**Cam Emerick**  
 248-827-4440 x105  
[cam@enco.com](mailto:cam@enco.com)

### Prepared For

Mary Peters  
**City of North Richland Hills**  
 4301 City Point Drive  
 North Richland Hills, TX 76180  
 817-427-6125    [mpeters@nrhtx.com](mailto:mpeters@nrhtx.com)

### Ship To

Same

Installation (optional)		Price
1	RW-VDP	VDESK Turn Key System - Dell Laptop + Accessories
1	RW-TBDOCK	Dell Thunderbolt 4 Dock
1	RW-USHDMINI	BMD UltraStudioHD Mini
1	RW-BMDSP	BMD Smart Panel for Teranex Mini
1	RW-BMDSHLF	<b>BMD Rack Shelf</b>
1	RW-MWH2N	HDMI to NDI Converter
1	RW-DAIA	Dante Analog Input Adapter
1	RW-MDHX	HDMI Scaler/Converter
1	RW-RACKBAG	Rolling 2U Rack Bag
3	RW-LGHTSTND	Air Cushioned Light Stand
1	RW-STRMCS	Storm Case with Foam
1	RW-1UPNL	1 RU Universal Connector Panel
3	RW-BNCD	BNC Panel Mount
1	RW-HDMID	HDMI Panel Mount
1	RW-PWR6	6 Outlet Power Strip
1	RW-DVS	Dante Virtual Soundcard
1	RW-NG16POE	16 Port PoE+ Switch
3	RW-TB4X	Thunderbolt 4 Extension Cable
1	RW-MISC	Misc Parts and Labor

### NOTES

<b>TOTAL</b>	<b>\$15,534</b>
Shipping	\$200
Half day of Installation/Training	\$600
<b>QUOTE TOTAL</b>	<b>\$16,334</b>

**TERMS AND CONDITIONS ON THE FOLLOWING PAGE**

## Terms & Conditions

Hardware carries a one-year warranty unless specified otherwise. Our computers include a **FIVE YEAR** ProSupport warranty which provides overnight parts replacement and next-day, on-site support as/if required. Purchase price includes technical support if noted.

Our **Annual System Assurance Program (ASAP)** subscription includes phone, email, remote video support sessions and LogMein/TeamViewer connectivity. It also includes all software and version updates for the covered products. This subscription is included for ONE YEAR from the delivery date of the system(s). The rate is generally equal to 8% (eight percent) of the total system price. If you opt out of the annual renewal, support services will be billed at \$300/hr in quarter-hour increments. Software updates will be charged at then-prevailing prices.

On-site installation and training is available at \$1,500/day. Technical support does not cover installation or configuration of covered items on non-RUSHWORKS/ENCO provided and/or out-of-warranty hardware; this support will be subject to hourly billing. Shipment is FOB Highland Village, TX and is included in the total. Applicable tax will be added to final invoice amount. Hardware installation, facility wiring, etc. is expected to be completed in advance of onsite training and/or support; RUSHWORKS/ENCO technicians are not responsible for those services unless they are included in this quote.

Software is non-refundable. Hardware is refundable only for the first thirty days if accompanied by an RMA number and subject to a 20% restocking charge. On-site expenses and travel time may be billed separately. **This Quote is valid for 30 days.**

**ENCO Systems ACH:  
Routing: 072405455  
Account: 7929787872**

**ENCO Systems check  
remittance:  
PO BOX 84982  
Chicago, IL 60689-4982**

**Add 3% for  
Credit Card  
Transactions**





April 16, 2026

CITY OF NORTH RICHLAND HILLS  
ATTN: MARY PETERS  
4301 CITY POINT DRIVE  
NORTH RICHLAND HILLS, TX 76180

By this letter it is affirmed that RUSHWORKS, operating as a brand of ENCO Systems, Inc., is both the exclusive manufacturer and Sole Provider of its software/hardware solutions in the United States, including the entire proposed solution listed below:

- A-LIST™ BROADCAST Automation and Streaming System
- VDESK™ Integrated PTZ Production and Streaming System
- enCaption 5

**RUSHWORKS as Sole Source Provider:**

- Sole Source core technology
- Proprietary, solution-specific hardware and software solutions development and manufacturing
- Specific Technical Expertise

RUSHWORKS offers a single (sole) source for all software/hardware components in its solutions. While there may be 3<sup>rd</sup> party elements incorporated into the solutions, the product branding/naming on most if not all of the components is that of RUSHWORKS. Because RUSHWORKS is the sole provider for the solution, it is also the “single stop” for associated services, including engineering, installation, and technical support. RUSHWORKS is wholly responsible for receiving, tracking, and resolving problems associated with its software/hardware solutions, and maintains direct contact with customers’ systems via phone, email, and remote connectivity software.

**RUSHWORKS as Hybrid Integrator/Manufacturer:**

- Multi-Source
- Proprietary and Standards-based Interfaces
- Technical Expertise in Integration and Manufacturing

As a hybrid integrator/manufacturer, RUSHWORKS designs end-to-end systems and system upgrades that include sole source core technology integrated with multi-source vendor items and provides sole source for services that include technical support, custom programming, training, software upgrades, and Return Material Authorization (RMA) management.

Finally, RUSHWORKS is solely responsible for receiving, tracking, and resolving problems associated with its core software/hardware solutions and any additional system components



41551 W 11 Mile Rd. Novi, MI 48375 | [enco.com](http://enco.com)  
Tel: +1 248.827.4440 | Fax: +1 248.827.4441

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provided by RUSHWORKS, and solely responsible for maintaining direct contact with customers' systems via phone, email, and remote connectivity software.

If you have any questions or need more information, please don't hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jesseka Williams', with a fluid, cursive style.

Jesseka Williams  
Controller – ENCO Systems, Inc.  
[jesseka@enco.com](mailto:jesseka@enco.com)

## Sole Source/Sole Brand Justification Form

Complete this form when only one source is available for goods or services requested or when only one product will meet your needs. Respond to all questions that apply. Please complete and forward it to the Purchasing Department, along with Sole Source letter provided by vendor. If more space is needed, please attach additional page(s).

### PURCHASE INFORMATION

1. Provide Estimated Price.

\$84,292

2. Provide name, manufacturer, and model number of item being purchased or the services to be purchased.

Enco/Rushworks broadcasting equipment: A-List, VDesk, Cameras, EnCaption5

3. Provide Description of requested items or services and their purpose(s). Add additional sheet if needed.

Replacing existing equipment we use to broadcast our City Council and Planning & Zoning meetings with the newest models and adding a new closed captioning system.

4. Reason(s) for requesting a sole source purchase:

- Original manufacturer or provider.
- Only local distributor for the original manufacturer or provider.
- Only known item or service matching the requested needs or performing the intended task.
- Sole provider of a licensed or patented good or service.
- Sole provider of items compatible with existing equipment, inventory, systems, programs or services.
- Sole provider or factory-authorized warranty service.
- None of the above applies (Please attach a detailed explanation and justification for this sole source request.)

5. Explain why the product or service requested is the only one that can satisfy your requirements.

The City has used Rushworks equipment since City Hall opened in 2016. Our current system is out of warranty and due for replacement. Replacing these items with the latest Rushworks products ensures seamless integration with the existing AV equipment in the Council Chamber and Council Workroom. Switching to different vendor would require a complete re-do of the meeting broadcast system, which would cost us significantly more.

6. Identify other sources reviewed and why they are unacceptable. Be specific with regard to specifications. Attach additional pages if necessary.

We spoke with Nelco Media, Inc. and Digital Resource, Inc. about replacing our system. A new system by either would be more than double the cost of having Enco/Rushworks upgrade our existing system.

I certify that the above statements are true and correct, and that no other material fact or consideration offered or given has influenced this recommendation for a sole-source or proprietary purchase.

Mary Peters

Print/Type Name

Mary Peters

Department Director's Signature

Director

Print/Type Title

4/23/26

Date

Communications

Department

817-427-6125

Telephone Number

### PURCHASING USE ONLY

Approved by:

Stephen Barnes

Purchasing Manager (or designee)

Date:

5-6-2026

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Enco Systems, Inc.  
 Highland Village, TX United States

Certificate Number:  
 2026-1462441

Date Filed:  
 05/14/2026

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

The City of North Richland Hills, Texas

Date Acknowledged:

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

NRH-050626-VDP1  
 Portable VDESK Production System

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

**6 UNSWORN DECLARATION**

My name is Christi Short, and my date of birth is 9/4/74

My address is 2637 Acadia Drive, Corinth, TX, 76210, USA.  
(city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Denton County, State of Texas, on the 14<sup>th</sup> day of May, 20 26.  
(month) (year)

Christi Short

Signature of authorized agent of contracting business entity  
 (Declarant)

## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager      **DATE:** May 26, 2026  
**SUBJECT:** ZC26-0155, Ordinance No. 3956, Public hearing and consideration of a request from Maryuri Narvaez for a revision to Planned Development 13 for a trade school (barber school) at 8703 Bedford Eules Road, being 5.03 acres described as Lot 3, Block 13, Woodcrest Addition.  
**PRESENTER:** Cori Reaume, Director of Planning

### **SUMMARY:**

On behalf of Naturon Properties (property owner), Maryuri Narvaez is requesting to revise the existing PD (Planned Development) for a trade or business school (barber school) use on a 5.03-acre site located at 8703 Bedford Eules Road.

### **GENERAL DESCRIPTION:**

The property under consideration is located on the north side of Bedford Eules Road west of the Weyland Drive intersection. The property is bounded by Airport Freeway on the north side, and adjacent to single-family residences in the Woodcrest subdivision on the east side. Property south of the site, across Bedford Eules Road, is in the city of Hurst. The property is currently zoned PD (Planned Development). The zoning was approved by City Council on August 22, 1977 (Ordinance 674). The PD does not provide for a base zoning district but does include development standards.

The 5.03-acre site includes two retail strip buildings constructed in 1979. The buildings are 23,400 square feet and 18,000 square feet in size. A third building housing Furr's Cafeteria was located adjacent to Airport Freeway, but the building was demolished in 2014. In 2019, the building facades were renovated and remodeled to their current appearance. Other site improvements include parking areas and a buffer yard adjacent to the single-family residential area. A pole sign is located on each lot, and a digital billboard is located adjacent to the freeway frontage road.

The applicant is requesting a revision of the PD to add a barber college (trade school) as a permitted use on the property. The school is associated with an existing barber shop, [Xclusive Blendz Barbershop](#), located in Suite 120. The shop is 3600 square feet in size and includes chairs for 20 clients. The definition for trade or business school specifically includes beauty school or barber college, which prompted the need for the applicant to seek zoning approval.



**LAND USE PLAN:** This area is designated on the Land Use Plan as Retail Commercial. The Retail Commercial land use category provides sites for community and regional shopping centers, commercial establishments, and employment centers. These sites are typically located on highways and major thoroughfares at key intersections.

**CURRENT ZONING:** The property is currently zoned PD (Planned Development). The zoning was approved by City Council on August 22, 1977 (Ordinance 674). The PD does not provide for a base zoning district but does include development standards.

**PROPOSED ZONING:** The proposed zoning is PD (Planned Development) with a base zoning district of C-1 (Commercial) for land uses and development standards. The proposed PD revision is intended to allow for a business and trade school use on the property.

**SURROUNDING ZONING | LAND USE:**

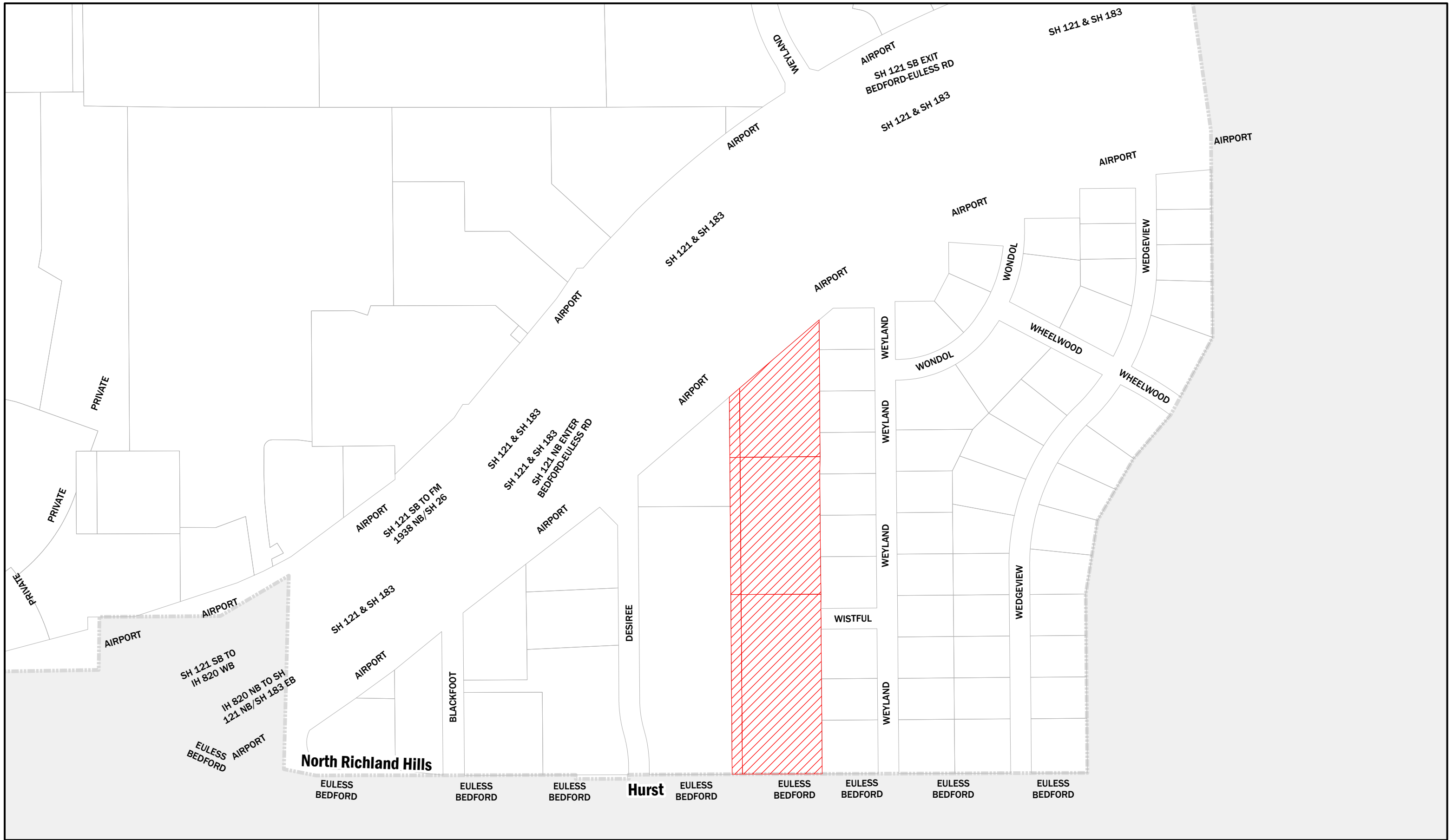
DIRECTION	ZONING	LAND USE PLAN	EXISTING LAND USE
NORTH	Airport Freeway	NA	Airport Freeway
WEST	C-1 (Commercial)	Retail Commercial	Offices and vacant property
SOUTH	City of Hurst (R2 Delling District)	NA	Single-family residences
EAST	R-1 (Single-Family Residential)	Low Density Residential	Single-family residences

**PLAT STATUS:** The property is platted as Lots 1A, 2, and 3, Block 13, Woodcrest Addition and Lots A1, B, and C, Ingress & Egress Easement, Woodcrest Addition. No additional platting action is required as part of the requested zoning change.

**PLANNING AND ZONING COMMISSION:** The Planning and Zoning Commission conducted a public hearing and considered this item at the April 16, 2026, meeting and voted 6-0 to recommend approval.

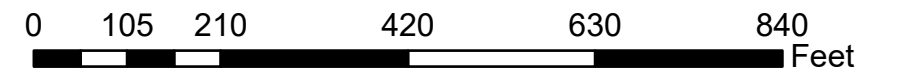
**RECOMMENDATION:**

Approve Ordinance No. 3956.



Prepared by Planning & Zoning Department

DISCLAIMER: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.





Prepared by Planning & Zoning Department

DISCLAIMER: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



0 105 210 420 630 840 Feet



# PUBLIC HEARING NOTICE

## CASE: ZC26-0155

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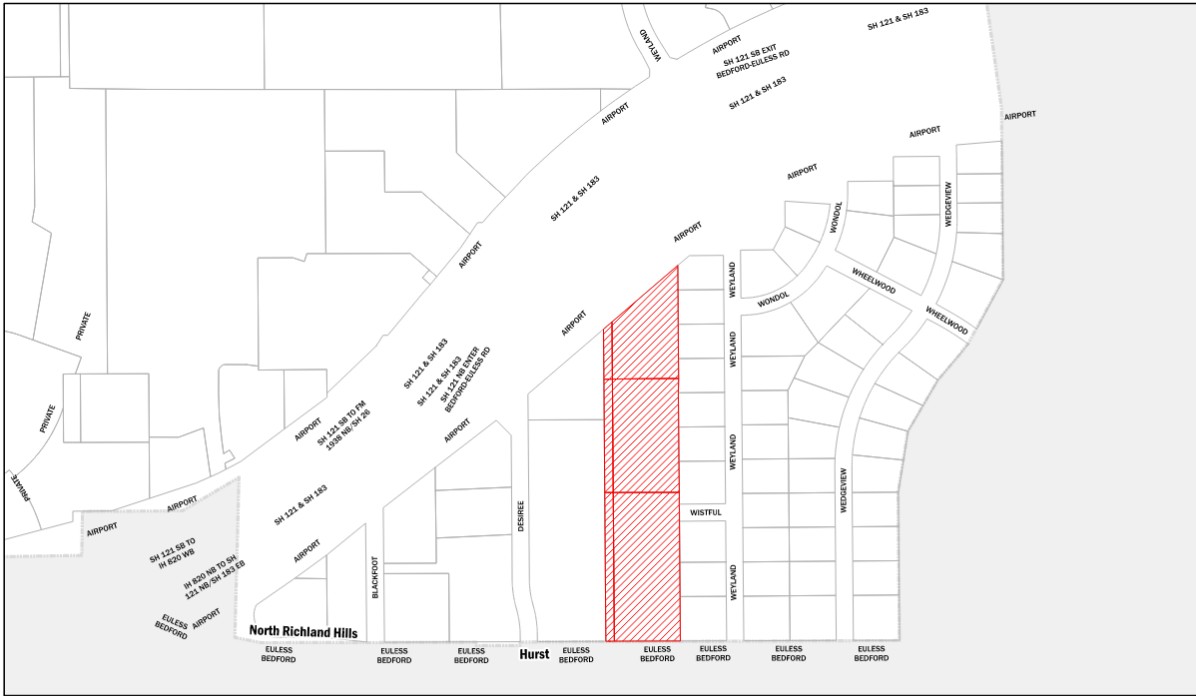
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«OWNER»  
«MAILING\_ADDRESS»  
«CITY\_STATE» «ZIP»

You are receiving this notice because you are a property owner of record within 200 feet of the property requesting a **PLANNED DEVELOPMENT REVISION** as shown on the attached map.

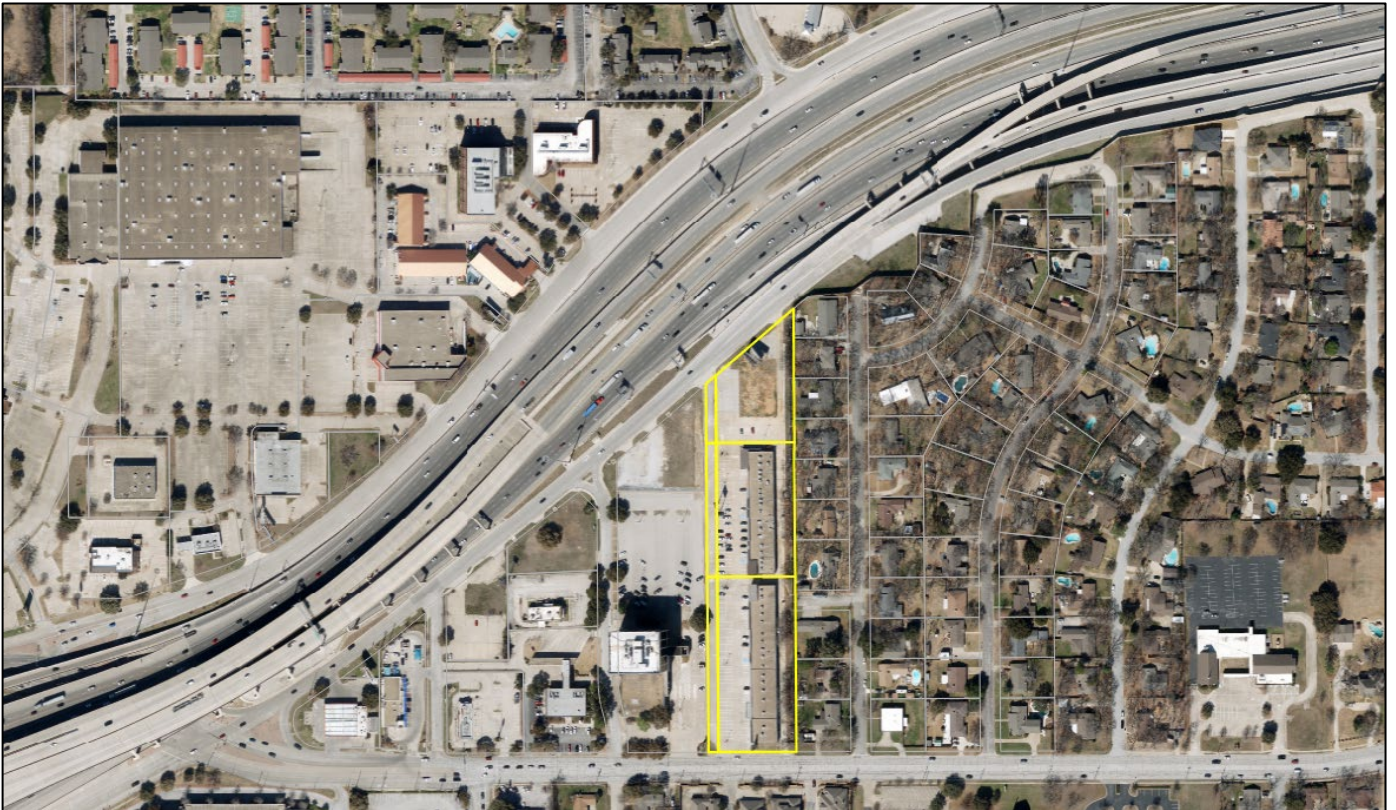
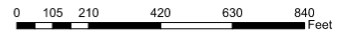
<b>APPLICANT</b>	Maryuri Narvaez (tenant) and Naturon Properties (owner)
<b>LOCATION</b>	8703 Bedford Euless Road
<b>REQUEST</b>	Public hearing and consideration of a request from Maryuri Narvaez for a revision to Planned Development 13 for a trade school (barber school) at 8703 Bedford Euless Road, being 1.92 acres described as Lot 3, Block 13, Woodcrest Addition.
<b>DESCRIPTION</b>	Request for a revision to Planned Development 13 to include a trade school (barber college) as a permitted land use. School would be part of the existing XB Barber Shop in suite 120.
<b>PUBLIC HEARING DATES</b>	Planning and Zoning Commission 7:00 PM Thursday, April 16, 2026  City Council 7:00 PM Tuesday, May 26, 2026
<b>MEETING LOCATION</b>	City Council Chamber - Third Floor 4301 City Point Drive North Richland Hills, Texas

People interested in submitting letters of support or opposition are encouraged to contact the Planning & Zoning Department for additional information. Letters must be received by the close of the City Council public hearing. Because changes are made to requests during the public hearing process, you are encouraged to follow the request through to final action by City Council.



Prepared by Planning & Zoning Department

DISCLAIMER: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



NOTIFIED PROPERTY OWNERS  
ZC26-0155

OWNER	MAILING ADDRESS	CITY STATE	ZIP
777 ARNOLD LLC	1409 PINE TREE DR	ALAMO CA	94507
BOYLE, VICTOR	4816 WEYLAND DR	NORTH RICHLAND HILLS TX	76053
FORTE, KARLA	4812 WEYLAND DR	HURST TX	76053
GREEN-TOTTY FAMILY TRUST	4808 WEYLAND DR	HURST TX	76053
HERD, ALLEN S	4804 WEYLAND DR	HURST TX	76053
JENKINS, JAMES W	4817 WEYLAND DR	HURST TX	76053
KING, DAVID	4825 WEYLAND DR	HURST TX	76053
MAUGHAN, JOE A EST	4805 WEYLAND DR	HURST TX	76053
MONK, HAROLD D	4801 WEYLAND DR	HURST TX	76053
NATURON PROPERTIES LLC	PO BOX 610	COLLEYVILLE TX	76034
SPILKER, CASSIDY R	4821 WEYLAND DR	HURST TX	76053
TIETJEN, DUANE R	4809 WEYLAND DR	HURST TX	76053
VAZQUEZ, DIANA	4800 WEYLAND DR	NORTH RICHLAND HILLS TX	76053

## **APPLICATION INFORMATION**

Zoning Case ZC26-0155  
8703 Bedford Eules Road, North Richland Hills, Texas

The following information was submitted with the application on the NRH E-SERVICES PORTAL on January 13, 2026.

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### **DESCRIPTION**

*I am proposing to open a barber school at this location due to the lack of barber schools in the area.*

*The purpose of this school is to provide education and hands-on training that allows individuals to gain professional skills, obtain their barber license, and build long-term career opportunities, while positively contributing to the local community*

**ORDINANCE NO. \*\*\*\***  
**ZONING CASE ZC26-0155**

**AN ORDINANCE OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, AMENDING THE COMPREHENSIVE PLAN AND THE COMPREHENSIVE ZONING ORDINANCE BY AMENDING PLANNED DEVELOPMENT 13 OF THE CITY OF NORTH RICHLAND HILLS FOR THE PURPOSE OF AUTHORIZING A TRADE OR BUSINESS SCHOOL TO BE LOCATED AT 8703 BEDFORD EULESS ROAD; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS,** the City of North Richland Hills, Texas is a home-rule municipality located in Tarrant County, Texas 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 Zoning Ordinance of the City of North Richland Hills regulates and restricts the location and use of buildings, structures, and land for trade, industry, residence, and other purposes, and provides for the establishment of zoning districts of such number, shape, and area as may be best suited to carry out these regulations; and

**WHEREAS,** the City Council has previously passed an ordinance adopting the Vision2030 Land Use Plan as the primary document on which to base all zoning, platting, and other land use decisions; and

**WHEREAS,** the Vision2030 Land Use Plan map provides guidance for future development in conformance with the adopted Vision2030 Land Use Plan; and

**WHEREAS,** the City Council of the City of North Richland Hills previously approved Planned Development 13; and

**WHEREAS,** the owner of the property located at 8703 Bedford Euleless Road (the "Property") has filed an application to authorize a trade or business school as a permitted use on the property; and

**WHEREAS,** the Planning and Zoning Commission of the City of North Richland Hills, Texas held a public hearing on April 16, 2026, and the City Council of the City of North Richland Hills, Texas, held a public hearing on May 26, 2026, with respect to the special use permit described herein; and

**WHEREAS,** the City has complied with all requirements of Chapter 211 of the Local Government Code, the Zoning Ordinance of the City of North Richland Hills, and all other laws dealing with notice, publication, and procedural requirements for rezoning the Property; and

**WHEREAS,** upon review of the application, and after such public hearing, the City Council finds that granting the request herein furthers the purpose of zoning as set forth in the Zoning Ordinance of the City of North Richland Hills and that the zoning change should be granted, subject to the conditions imposed herein.

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

**SECTION 1:** That the Zoning Ordinance of the City of North Richland Hills and Planned Development 13 of the City of North Richland Hills are hereby revised to authorize a trade or business school on Lot 3, Block 13, Woodcrest Addition, commonly referred to as 8703 Bedford Euless Road, as described and shown on **Exhibit "A,"** attached hereto and incorporated for all purposes.

**SECTION 2:** The City Council finds that the information submitted by the applicant pursuant to the requirements of the Zoning Ordinance is sufficient to approve the revised planned development in accordance with the Land Use and Development Regulations, set forth in **Exhibit "B,"** and the Site Plan Exhibits, set forth in **Exhibit "C,"** both of which are attached hereto and incorporated for all purposes.

**SECTION 3:** That the official map of the City of North Richland Hills is amended and the Director of Planning is directed to revise the official zoning map to reflect the revised Planned Development 13, as set forth above.

**SECTION 4:** The use of the property described above shall be subject to all applicable regulations contained in the Building and Land Use Regulations and all other applicable and pertinent ordinances of the City of North Richland Hills.

**SECTION 5:** This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of North Richland Hills, Texas, as amended, except when 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:** It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase 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 sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause, or phrase.

**SECTION 7:** Any person, firm, or corporation violating any provision of the Zoning Ordinance and the zoning map of the City of North Richland Hills as amended hereby shall be deemed guilty of a misdemeanor and upon final conviction thereof fined in an amount not to exceed Two Thousand Dollars (\$2,000.00). Each day any such violation shall be allowed to continue shall constitute a separate violation and punishable hereunder.

**SECTION 8:** All rights and remedies of the City of North Richland Hills are expressly saved as to any and all violations of the provisions of any ordinances governing zoning that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 9:** The City Secretary is hereby authorized and directed to cause the publication of the descriptive caption and penalty clause of this Ordinance as required by law, if applicable.

**SECTION 10:** This Ordinance shall be in full force and effect upon publication as required by law.

**AND IT IS SO ORDAINED.**

**PASSED AND APPROVED** on this 26th day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

By: \_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

\_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Bradley A. Anderle, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Cori Reaume, Director of Planning

**Exhibit A – Property Description – Ordinance No. \*\*\*\* – Page 1 of 1**

Zoning Case ZC26-0155

Lots 1-3, Block 13, Woodcrest Addition

8703 Bedford Euless Road, North Richland Hills, Texas

**BEING** Lot 3, Block 13, Woodcrest Addition, an addition in Tarrant County, Texas, according to the map or plat thereof recorded in Volume 388-119, Page 22, Plat Records, Tarrant County, Texas.

**Exhibit B – Land Use and Development Regulations – Ordinance No. \*\*\*\* – Page 1 of 2**

Zoning Case ZC26-0155  
Lots 1-3, Block 13, Woodcrest Addition  
8703 Bedford Euless Road, North Richland Hills, Texas

This Planned Development (PD) District must adhere to all the conditions of the North Richland Hills Code of Ordinances, as amended, and adopt a base district of C-1 (Commercial). The following regulations are specific to this PD district. Where these regulations conflict with or overlap another ordinance, easement, covenant or deed restriction, the more stringent restriction will prevail.

- A. *Permitted Land Uses.* Uses in this PD are limited to those permitted in the C-1 (Commercial) zoning district, as amended, with the addition of and subject to the following.
1. Trade school (barber college)
  2. Any land use requiring a special use permit in the C-1 (Commercial) zoning district, as amended, is only allowed through an amendment to this Planned Development District.
  3. Any land use prohibited in the C-1 (Commercial) zoning district, as amended, is also prohibited.
- B. *Site development standards.* Development of the property shall comply with the development standards of the C-1 (Commercial) zoning district and the standards described below.
1. The site improvements must be constructed as shown on the site plan attached as Exhibit “C” and as follows:
    - a. The existing wood stockade fence located on the east property line must be maintained as the required screening fence between residential and non-residential property. Maintenance or repair of the fence as a screening fence is the responsibility of the non-residential property owner. If the non-residential property owner removes or replaces the fence, the new fence must comply with the standards contained in Section 118-871 of the zoning ordinance.
- C. *Expiration.* The special use permit will expire three (3) years from the effective date of this ordinance. If the trade school (barber college) is still in operation at the time of expiration, the business shall be considered a legal non-conforming use and may continue operation subject to the standards described in Section 118-153 of the zoning ordinance.
- D. *Amendments to Approved Planned Developments.* An amendment or revision to the PD district will be processed in the same manner as the original approval. The application for an amendment or revision must include all land described in the original ordinance that approved the PD district.
- E. *Administrative Approval of Site Plans.* The development is subject to final approval of a site plan package. Site plans that comply with all development-related ordinances, and this Ordinance may be administratively approved by the Development Review Committee.

The city manager or designee may approve minor amendments or revisions to the standards provided the amendment or revisions does not significantly:

1. Alter the basic relationship of the proposed uses to adjacent uses;
2. Change the uses approved;

**Exhibit B – Land Use and Development Regulations – Ordinance No. \*\*\*\* – Page 2 of 2**

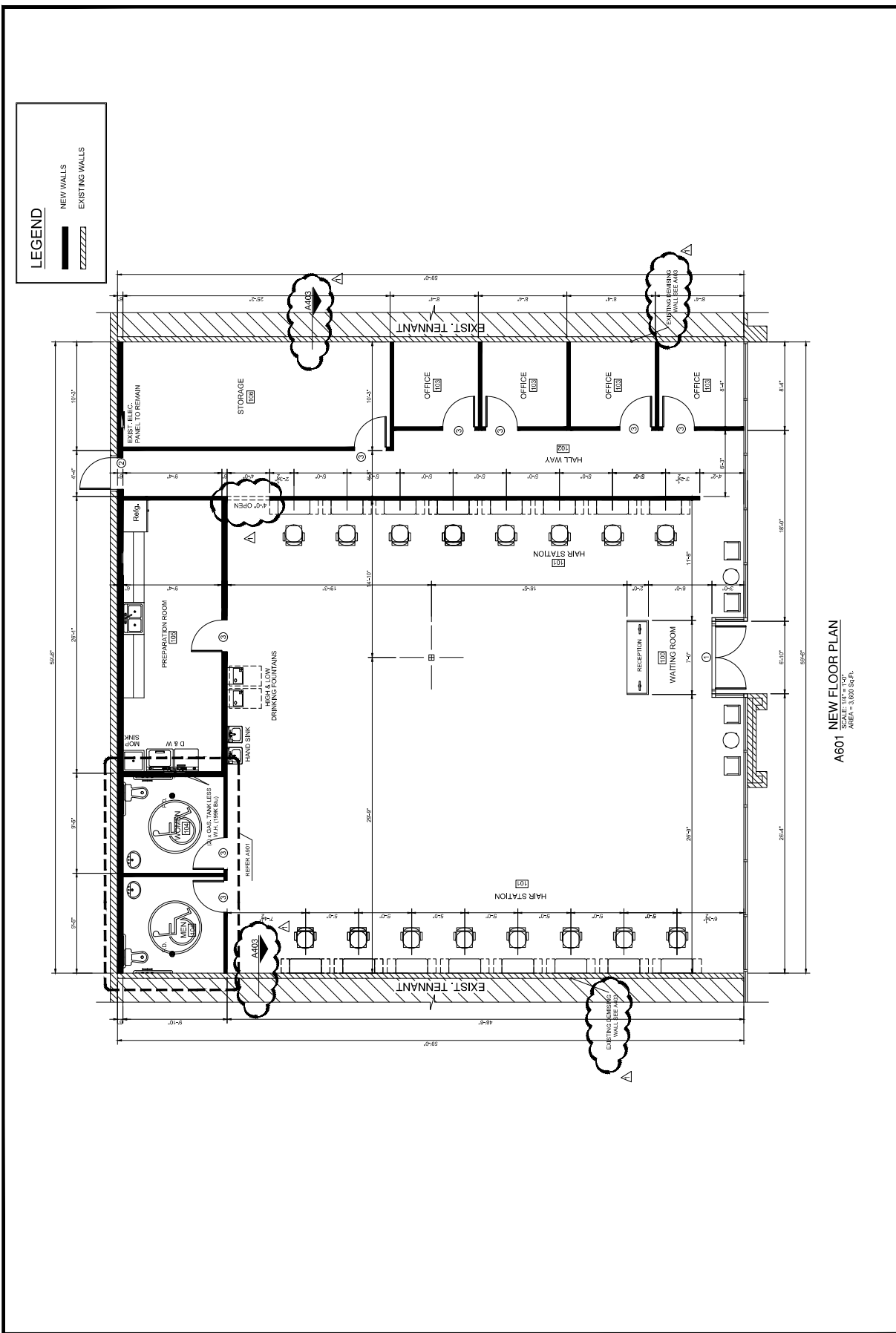
Zoning Case ZC26-0155

Lots 1-3, Block 13, Woodcrest Addition

8703 Bedford Euless Road, North Richland Hills, Texas

3. Increase approved densities, height, site coverage, or floor areas;
4. Decrease on-site parking requirements;
5. Reduce minimum yards or setbacks; or
6. Change traffic patterns.

<b>XB Barbershop</b> 8703 W. Bedford Eules Rd. Suite 120 North Richland Hills Texas 76053		NGVEN DESIGNER & CONSULTING 1201 FOX CHASE DRIVE MCKINNEY, TEXAS 75063 (882) 593-0921 Email: jnvc@ngvco.com
DATE: 06/09/2025	SHEET: <b>A6</b>	
REVISIONS:		
BY:	DATE:	DESCRIPTION:
BT	06/18/2025	A HARD COPY OF THESE PLANS SHALL REMAIN ON THE JOB SITE AT ALL TIMES.



A601 NEW FLOOR PLAN  
 SCALE: 1/8" = 1'-0"  
 AREA = 3,600 Sq. Ft.

**MINUTES OF THE WORK SESSION AND REGULAR MEETING  
OF THE PLANNING AND ZONING COMMISSION OF THE  
CITY OF NORTH RICHLAND HILLS, TEXAS  
HELD IN THE CITY HALL, 4301 CITY POINT DRIVE  
APRIL 16, 2026**

**C.1 ZC26-0155 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM MARYURI NARVAEZ FOR A REVISION TO PLANNED DEVELOPMENT 13 FOR A TRADE SCHOOL (BARBER SCHOOL) AT 8703 BEDFORD EULESS ROAD, BEING 5.03 ACRES DESCRIBED AS LOT 3, BLOCK 13, WOODCREST ADDITION.**

**APPROVED**

Chair Stamps introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Chair Stamps called for the applicant to present the request.

Maryuri Narvaez, 300 Marble Creek Drive, Fort Worth, Texas, presented the request.

Chair Stamps and the applicant discussed the history of the existing barber shop, the setup of the proposed barber school, and the expected number of students.

Chair Stamps called for Mr. Husband to present the staff report. Mr. Husband presented the staff report.

Chair Stamps called for anyone wishing to speak for or against the request to come forward. There being no one else wishing to speak, Chair Stamps closed the public hearing.

**A MOTION WAS MADE BY COMMISSIONER WELBORN, SECONDED BY ALTERNATE KERBY TO APPROVE ZC26-0155. MOTION TO APPROVE CARRIED 6-0.**



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** Appoint a member of the Council to serve as Mayor Pro Tem for a term of one year.

**PRESENTER:** Alicia Richardson, City Secretary/Chief Governance Officer

### **SUMMARY:**

The purpose of this item is to appoint a member of the Council to serve as Mayor Pro Tem for a one-year term.

### **GENERAL DESCRIPTION:**

Article VI of the City Charter provides for the powers and duties of officers. Pursuant to Article VI, Section 2 of the City Charter, "The Mayor Pro Tem shall be selected from among the members of the seven (7) Council members at (i) the first regular meeting following the general City election; (ii) following the swearing in of Council members upon declaration of members elected; or (iii) upon action of the City Council in the event of a vacancy in the position. The Mayor Pro Tem shall, in the absence or disability of the Mayor, perform all the Mayor's duties."

### **RECOMMENDATION:**

Appoint a member of the Council to serve as Mayor Pro Tem for a term of one year.

## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Ordinance No. 3957, amending Sections 2-121, 2-202, 46-32, 58-81, 62-33, and 98-42 of the City's Code of Ordinances, aligning the term length of board, commission and committee members with the City Council.

**PRESENTER:** Alicia Richardson, City Secretary/Chief Governance Officer

### **SUMMARY:**

To consider an ordinance amending the City's Code of Ordinances to align the term lengths of certain board, commission and committee members with the City Council.

### **GENERAL DESCRIPTION:**

On May 11, 1998, City Council adopted Ordinance No. 2304, establishing a process for the appointment, review and removal, and training of appointed board and commission members. A two-year term was established to coincide Council members' terms with their appointees. Historically, most boards have followed this process unless there are other requirements required by law, City Charter, Bylaws, or Article of Incorporation.

At a Charter Amendment Election held on November 4, 2025, North Richland Hills voters approved six propositions (A-F). Propositions A and B extended the Mayor and Council member terms from two to three years and established term limits, respectively.

The City Council, at its February 9, 2026, work session meeting, received a presentation from staff regarding a proposed ordinance to change the length of term and term limits of appointed board, commission, and committee members to coincide with elected officials. The consensus of the City Council was to align board, commission, and committee members length of term with the City Council.

At subsequent work session meetings (February 23, March 9, and April 27), City Council discussed term limits for board, commission, and committee members. At the direction of City Council, staff will present a comprehensive ordinance for consideration later in the year regarding the appointment process.

Ordinance No. 3957 amends language in various sections of the North Richland Hills Code of Ordinances to align the length of term of appointed board members with elected officials. The ordinance does not include the Animal Adoption and Rescue Center Advisory Committee, Civil Service Commission, Crime Control and Prevention District Board, Park and Recreation Facilities Development Corporation, Substandard Building



Board, and Zoning Board of Adjustment as their requirements are either governed by the City Charter or state law.

**RECOMMENDATION:**

Approve Ordinance No. 3957.

**ORDINANCE NO. 3957**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, AMENDING SECTIONS 2-121(L), 2-202, 46-32(B), 58-81, 62-33, 98-42(A) OF THE NORTH RICHLAND HILLS CODE OF ORDINANCES, PROVIDING FOR ALIGNMENT OF BOARD MEMBERS TERM LENGTH TO COINCIDE WITH THE MAYOR AND COUNCIL MEMBERS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES AND REPEAL OF CONFLICTING PROVISIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** the City of North Richland Hills, Texas (“the City”) is a home rule city acting under its power adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS,** Chapter 2, Article III, of the City’s Code of Ordinances provides for the nomination, appointment, review, and training for boards, commissions, and committees; and

**WHEREAS,** the Construction Code Appeals Board, Keep North Richland Hills Beautiful Commission, Library Board, Parks and Recreation Board, and Teen Court Advisory Board consist of members who serve in numbered places that coincide with the numbered place of the council member who nominated them for appointment and serve a two-year term to coincide with the council member, unless appointed to an unexpired term; and

**WHEREAS,** at an election held on November 4, 2025 to consider six (6) propositions amending the North Richland Hills City Charter, the voters approved Proposition A to extend the mayor and council terms from two to three years, require candidates to win by a majority vote, and establish a phased election schedule to transition to three-year terms. Proposition A also defined how partial terms count toward term limits and clarifies that vacancies with one year or less remaining may be filled by appointment, while those with more than one year must be filled by special election; and

**WHEREAS,** City Council desires to extend the term length of Construction Code Appeals Board, Keep North Richland Hills Beautiful Commission, Library Board, Parks and Recreation Board, and Teen Court Advisory Board members to coincide with the terms of elected officials.

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

**SECTION 1:** The City Council hereby finds the recitals above to be true and correct, and such recitals are hereby incorporated into this Ordinance as if written herein.

**SECTION 2:** Chapter 2, "Administration," Article III, "Boards, Commissions, and Committees," Division I, "Generally," Section 2-121, "Appointment, review, removal, and training for boards and commissions," is hereby amended by amending subsection (l) to read as follows:

"(l) Terms of office. The terms of office for each board member shall coincide with the term of the mayor and council members, unless appointed to fulfill a vacancy. The elected official who nominated the appointee may remove his appointee at any time."

**SECTION 3:** Chapter 2, "Administration," Article III, "Boards, Commissions and Committees," Division 4, "Keep North Richland Hills Beautiful Commission," Section 2-202, "Composition," is hereby amended to read as follows:

"Section 2-202. Composition.

The Keep North Richland Hills Beautiful Commission shall consist of seven members that are residents of the city. Members serve in numbered places that coincide with the numbered place of the council member who nominated them for appointment. The term of office for board members shall coincide with the term of the mayor and council members, unless appointed to fulfill a vacancy. The members shall be appointed as provided in section 2-121 et seq."

**SECTION 4:** Chapter 46, "Library," Article II, "Library Board and Director of the Library," Section 46-32, "Composition and terms," is hereby amended by amending subsection (b) to read as follows:

"(b) Terms. The terms of office of the members shall coincide with the mayor and council members, unless appointed to fulfill a vacancy. The elected official who nominated the appointee may remove his appointee at any time."

**SECTION 5:** Chapter 58, "Municipal Court," Article III, "Teen Court," Division 2, "Teen Court Advisory Board," Section 58-81, "Terms; qualifications," is hereby amended to read as follows:

"Section 58-81 Terms; qualifications

A Teen Court Advisory Board is hereby established and shall be comprised of seven members that serve terms equal to the term length of

the mayor and council members. The elected official who nominated the appointee may remove his appointee at any time. The members shall be as follows:

Place 1	High school student
Place 2	North Richland Hills resident
Place 3	North Richland Hills resident
Place 4	North Richland Hills resident
Place 5	North Richland Hills resident
Place 6	North Richland Hills resident
Place 7	North Richland Hills resident

“

**SECTION 6:** Chapter 62, “Parks and Recreation,” Article II, “Parks and Recreation Board,” Section 62-33, “Terms of office,” is hereby amended to read as follows:

“62-33. Terms of office.

The terms of office of the members of the Parks and Recreation Board shall be equal to the term length of the mayor and council members. Terms for members of the Parks and Recreation Board shall be as provided in section 2-121. All members shall serve without compensation. Vacancies in the membership of the Parks and Recreation Board shall be filled in the same manner as set out in section 2-121.”

**SECTION 7:** Chapter 98, “Buildings and Building Regulations,” Article II, “Administration,” Division 1, “Generally,” Section 98-42(a), “Construction code appeals board,” is hereby amended to read as follows:

“(a) There is hereby created a Construction Code Appeals Board. There shall be seven members of such board recommended by city staff and appointed by the City Council. No member shall be a city employee. Members may be removed by the City Council. At least one member shall be a registered master electrician; one shall be a state-licensed master plumber; one shall be a master mechanical contractor; one person shall be a registered design professional with architectural or civil/structural engineering experience and be duly licensed by the State of Texas; and all others shall be knowledgeable of construction methods and materials with at least ten years of building construction experience. Each appointee shall serve a term equal to the term length of the mayor and council members, unless appointed to fulfill a vacancy. Members may be reappointed. Four members shall constitute a quorum. The board shall select a chair from its members to preside at meetings and may adopt rules of conduct of meetings. The building official and fire marshal shall be ex officio members without vote.”

**SECTION 8.** This Ordinance shall be cumulative of all provisions of the Code of Ordinances of the City of North Richland Hills, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event conflicting provisions of such ordinances and such Code are hereby repealed.

**SECTION 9:** All rights and remedies of the City of North Richland Hills are expressly saved as to any and all violations of the provisions of any ordinances in the Code of Ordinances of the City of North Richland Hills that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 10:** 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 11:** This Ordinance shall be in full force and effect from and after its passage.

**AND IT IS SO ORDAINED.**

**PASSED AND APPROVED** on this 26<sup>th</sup> of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

\_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

\_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Bradley A. Anderle, City Attorney



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026

**SUBJECT:** Consider Resolution No. 2026-035, appointing Eric Welborn to the Planning and Zoning Commission, Place 1 and Lindsey Eagan to the Keep NRH Beautiful Commission, Place 3 to fulfill the remainder of the unexpired terms ending June 30, 2027.

**PRESENTER:** Alicia Richardson, City Secretary/Chief Governance Officer

### **SUMMARY:**

The City Council is requested to consider the nominations forwarded by Council members Cecille Delaney and Danny Roberts to the Planning and Zoning Commission and Keep NRH Beautiful Commission, respectively.

### **GENERAL DESCRIPTION:**

The city is in receipt of Justin Welborn’s resignation from the Planning and Zoning Commission. Council member Delaney recommends Eric Welborn be appointed to the unexpired term.

Eric Welborn serves on the Keep NRH Beautiful Commission and his appointment to the Planning and Zoning Commission creates a vacancy. Council member Roberts recommends Lindsey Eagan be appointed to the unexpired term.

### **PLANNING AND ZONING COMMISSION**

Eric Welborn (unexpired term)	Place 1	Term expiring June 30, 2027
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### **KEEP NRH BEAUTIFUL COMMISSION**

Lindsey Eagan (unexpired term)	Place 3	Term expiring June 30, 2027
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### **RECOMMENDATION:**

Approve Resolution No. 2026-035.

**RESOLUTION NO. 2026-035**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS APPOINTING MEMBERS TO THE KEEP NRH BEAUTIFUL COMMISSION AND PLANNING AND ZONING COMMISSION; ESTABLISHING TERMS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, City Council appoints members of the public to serve on various boards, commissions, and committees; and

**WHEREAS**, appointed members serve terms that coincide with City Council terms, unless appointed to fulfill an unexpired term; and

**WHEREAS**, each member serves until their successor has been duly appointed and qualified.

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

**SECTION 1.** The City Council hereby finds that the recitals set forth above are true and correct and are incorporated into this Resolution as if written herein.

**SECTION 2.** The following members have been nominated for approval by majority of the City Council.

**Keep NRH Beautiful Commission**

Lindsey Eagan (unexpired term) Place 3 June 30, 2027

**Planning and Zoning Commission**

Eric Welborn (unexpired term) Place 1 June 30, 2027

**SECTION 3.** All Resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

**SECTION 4.** This Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved.

**PASSED AND APPROVED** this the 26<sup>th</sup> day of May, 2026.

**CITY OF NORTH RICHLAND HILLS**

\_\_\_\_\_  
Jack McCarty, Mayor

**ATTEST:**

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Alicia Richardson  
City Secretary/Chief Governance Officer

**APPROVED AS TO FORM AND LEGALITY:**

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Bradley A. Anderle, City Attorney

## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** Authorize the City Manager to execute a professional services contract with Baird, Hampton & Brown, Inc. for the design of the John Barfield Trail Spring Oak Extension in an amount not to exceed \$172,138.  
**PRESENTER:** Adrien Pekurney, Parks and Recreation Director

### **SUMMARY:**

The City Council is being asked to authorize the City Manager to execute a professional services contract with Baird, Hampton & Brown, Inc. for the design of the John Barfield Trail Spring Oak Extension in an amount not to exceed \$172,138. This contract is for professional services related to the John Barfield Trail Spring Oak Project, as approved in the Parks and Recreation capital improvement projects budget for current FY2026.

This capital project involves the design and construction of a new off-road segment for the John Barfield Trail. Located within the Oncor powerline easement behind Spring Oak Drive, the initiative aims to move the current on-road path into a dedicated trail space while improving local connectivity.

### **GENERAL DESCRIPTION:**

The city issued a request for qualifications to select the design team that is best suited for planning, developing, and executing the project. Responses were received from the following firms:

- Baird, Hampton & Brown, Inc.
- DIG Engineers
- Kimley-Horn and Associates, Inc.
- RLG Consulting Engineers
- Shield Engineering Group

Selection criteria included the firms' previous experience, personnel qualifications, the reasonableness of their project approach, their ability to meet specifications and deadlines, their current workload, and the degree of responsibility they were willing to take for the technical aspects of the project. Based on the evaluation, a five-member



committee selected Baird, Hampton & Brown, Inc. as the most qualified consultant for the project.

The scope of work for this contract will include a comprehensive development process to prepare the project for future construction. The early stages focus on planning and surveying, creating a clear roadmap from initial concepts to final engineered designs. To ensure the project remains safe and compliant, the scope provides for environmental and flood-safety permitting should the initial studies determine these are required.

**RECOMMENDATION:**

Authorize the City Manager to execute a professional services contract with Baird, Hampton & Brown, Inc. for the design of the John Barfield Trail Spring Oak Extension in an amount not to exceed \$172,138.

## AGREEMENT FOR PROFESSIONAL SERVICES

This **AGREEMENT FOR PROFESSIONAL SERVICES** (“Contract”) is made by the **CITY OF NORTH RICHLAND HILLS** (“City”), a Texas municipal corporation, and **BAIRD, HAMPTON & BROWN, INC.** (“Consultant”). The parties are each individually referred to herein as a “party” and collectively as the “parties.”

1. **SCOPE OF SERVICES**

Consultant agrees to provide professional planning services as described in **Attachment A (John Barfield Trail Extension)**. This Agreement includes the following tasks listed within Attachment A:

- **Preliminary Plans**
- **Final Plans**
- **Land Surveying**
- **Environmental Services**
- **Utility Coordination**
- **Floodplain Development Permit**
- **LOMR**
- **TAS/TDLR**
- **Bidding Phase Services**
- **Construction Support**

2. **COMPENSATION**

The compensation to be paid to Consultant for all services performed hereunder shall not exceed **one hundred seventy-two thousand one hundred thirty-eight dollars (\$172,138.00)**. No expenses shall be paid under this Agreement in excess of such amount without the express written consent of the City.

3. **TERM**

This Contract shall be effective upon issuance of notice to proceed and shall expire upon completion of all services contemplated herein, but not later than **December 31, 2028**.

4. **TERMINATION**

Either party may terminate this Contract at any time for cause or convenience by providing thirty (30) days’ written notice to the other party. Upon the receipt of such notice, Consultant shall immediately discontinue all services and work and the placing of all orders or the entering into contracts for all supplies, assistance, facilities, and materials in connection with the performance of this Contract and shall proceed to cancel promptly all existing contracts insofar as they are chargeable to this Contract. Consultant shall not be entitled to lost or anticipated profits should City choose to exercise its option to terminate. If Consultant is terminated for convenience by City, then Consultant shall have no liability for any damages that stem from such termination, including damages that are liquidated or consequential in nature.

4.1 **Non-appropriation of Funds.**

In the event no funds or insufficient funds are appropriated by the City in any fiscal period for any payments due hereunder, City will notify Consultant of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the City of any kind whatsoever, except as to the portions of the payments herein agreed upon for which funds have been appropriated.

5. **INDEMNIFICATION;**

**CONSULTANT HEREBY COVENANTS AND CONTRACTS TO WAIVE ANY AND ALL CLAIMS, RELEASE, INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY, ITS CITY COUNCIL, OFFICERS, EMPLOYEES, AND AGENTS, FROM AND AGAINST ANY AND ALL LIABILITY, CAUSES OF ACTION, CITATIONS, CLAIMS, COSTS, DAMAGES, DEMANDS, EXPENSES, FINES,**

JUDGMENTS, LOSSES, PENALTIES, OR SUITS, ARISING OUT OF, RELATING TO, OR RESULTING FROM ENGINEER'S NEGLIGENCE, INTENTIONAL TORT, INTELLECTUAL PROPERTY INFRINGEMENT, OR FAILURE TO PAY A SUBCONTRACTOR OR SUPPLIER COMMITTED BY ENGINEER, ITS AGENT, ITS CONSULTANT UNDER CONTRACT, OR ANY OTHER ENTITY OVER WHICH ENGINEER EXERCISES CONTROL. ENGINEER SHALL NOT BE OBLIGATED TO INDEMNIFY OR DEFEND CITY, ITS OFFICERS, EMPLOYEES, OR AGENTS IN ANY MANNER FOR THE NEGLIGENCE OF CITY, ITS OFFICERS, EMPLOYEES OR AGENTS. ENGINEER'S OBLIGATION TO DEFEND ABOVE SHALL NOT APPLY TO PROFESSIONAL LIABILITY CLAIMS, BUT RATHER FOR PROFESSIONAL LIABILITY CLAIMS ENGINEER WILL REIMBURSE THE CITY FOR ALL REASONABLE DEFENSE COSTS IN THE SAME PROPORTION ENGINEER IS FOUND LIABLE.

THE INDEMNIFIED ITEMS MAY INCLUDE, BUT IS NOT LIMITED TO, PERSONAL INJURY AND DEATH CLAIMS, AND PROPERTY DAMAGE CLAIMS, INCLUDING THOSE FOR LOSS OF USE OF PROPERTY. INDEMNIFIED ITEMS SHALL INCLUDE REASONABLE ATTORNEYS' FEES AND COSTS, COURT COSTS, AND SETTLEMENT COSTS. INDEMNIFIED ITEMS SHALL ALSO INCLUDE ANY EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES AND EXPENSES INCURRED BY AN INDEMNIFIED PARTY OR ENTITY IN ATTEMPTING TO ENFORCE THIS INDEMNITY PROVISION.

IN ADDITION TO THE DEFENSE OBLIGATIONS OF ENGINEER ABOVE, TO THE EXTENT DEFENSE COVERAGE IS AVAILABLE UNDER ANY APPLICABLE INSURANCE POLICY MAINTAINED BY ENGINEER, AND SUCH POLICY PROVIDES A DEFENSE TO ADDITIONAL INSURED, CITY SHALL BE ENTITLED TO SUCH DEFENSE AS AN ADDITIONAL INSURED UNDER THE POLICY, IN ACCORDANCE WITH THE TERMS, CONDITIONS, AND LIMITATIONS OF SAID POLICY.

ENGINEER'S OBLIGATIONS UNDER THIS PROVISION SHALL NOT BE LIMITED TO THE LIMITS OF COVERAGE OF INSURANCE MAINTAINED OR REQUIRED TO BE MAINTAINED BY ENGINEER UNDER THIS AGREEMENT. THIS PROVISION SHALL SURVIVE TERMINATION OF THIS AGREEMENT.

NOTWITHSTANDING ANY PROVISION OF LAW TO THE CONTRARY, INCLUDING STATUTORY EMPLOYER DEFENSES OR ANY WORKERS' COMPENSATION STATUTES THAT MIGHT OTHERWISE LIMIT THE INDEMNITY OBLIGATIONS OF THE INDEMNITOR, INDEMNITOR AGREES TO WAIVE SUCH DEFENSES AND ACKNOWLEDGES THAT ITS INDEMNITY OBLIGATIONS HEREUNDER SHALL APPLY REGARDLESS OF ANY IMMUNITY IT MAY HAVE UNDER WORKERS' COMPENSATION OR SIMILAR LAWS.

6. **INDEPENDENT CONTRACTOR**

Consultant shall perform all work and services hereunder as an independent contractor and not as an officer, agent, or employee of the City. Consultant shall have exclusive control of and the exclusive right to control the details of the work performed hereunder and all persons performing the same, and shall be solely responsible for the acts and omissions of its agents, employees, and subcontractors. Nothing herein shall be construed as creating a partnership or joint venture between the City and the Consultant, its agents, employees, and subcontractors; and the doctrine of respondeat superior shall have no application as between the City and the Consultant.

7. **QUALIFICATIONS**

Consultant shall meet the following qualifications to provide services under this Agreement:  
State of Texas licensure.

8. **PROHIBITION OF ASSIGNMENT**

Neither party hereto shall assign, sublet, or transfer its interest herein without the prior written consent of the other party, and any attempted assignment, sublease, or transfer of all or any part hereof without such prior written consent shall be void.

9. **CHOICE OF LAW; VENUE**

This Contract shall be construed in accordance with the laws of the State of Texas. Should any action, at law or in equity, arise out of the terms herein, exclusive venue for said action shall be in Tarrant County, Texas.

10. **FORCE MAJEURE**

Neither party shall be liable for failure to perform its obligations under this Contract if the performance is delayed by reason of war; civil commotion; acts of God; inclement weather; governmental restrictions, regulations, or interferences; fires; strikes; lockouts, national disasters; riots; material or labor restrictions; transportation problems; or any other circumstances which are reasonably beyond the control of the party.

11. **CONFIDENTIAL INFORMATION**

Consultant understands and acknowledges that Consultant will be provided with information that may be confidential by law, rule, statute, ordinance, or legal order. Consultant shall not disclose any information deemed confidential to any party who is not privy to or who does not have a special right of access to said information. Consultant agrees to use confidential information for purposes of providing the services contemplated herein only as determined by the City. Disclosure of, or unauthorized use of, any confidential information by Consultant is a material breach of this Agreement. If Consultant violates this provision, and in addition to any other remedies at law or in equity that the City may have, the City may immediately obtain injunctive relief in a court of competent jurisdiction enjoining any continuing or further breaches and exercise any further remedies as authorized by law. Consultant agrees to indemnify and hold the City harmless for any claims or damages caused by Consultant's breach of this confidentiality provision.

12. **RIGHT TO AUDIT**

During the term of this Agreement, and at any time within three (3) years following the expiration of this Agreement, the City shall have the right of access to all information held in the possession of the Consultant related to services performed under this Agreement, for audit purposes or otherwise. Consultant agrees to provide access to such information unless expressly prohibited from doing so by court or other governmental order. Except in the event of an emergency, the City will provide reasonable advance notice of any intended audits and the need for the information. Consultant agrees that it will keep records relating to the services provided hereunder for as long as required by law.

13. **NOTICES**

Any notice required to be given hereunder shall be given by certified mail, return receipt, to the following addresses:

If to City:  
City of North Richland Hills  
Attn: Paulette Hartman, City Manager  
4301 City Point Drive  
North Richland Hills, Texas 76102  
Email: [pahartman@nrhtx.com](mailto:pahartman@nrhtx.com)

If to Consultant:  
Baird, Hampton & Brown, Inc.  
Attn: John Austin Baird, PE  
3801 William D Tate Ave, Suite 500  
Grapevine, TX 76051  
Email: [abaird@bhbinco.com](mailto:abaird@bhbinco.com)

With copy to the City Attorney at the same address.

14. **INSURANCE**

Consultant shall maintain the following Insurance coverage during the term of this Contract, or other coverage acceptable to the City:

Comprehensive general liability insurance policy in minimum amounts of \$1,000,000 per occurrence and \$2,000,000 general aggregate for damage and/or injury to persons or property.

Professional liability policy with limits of \$1,000,000 per claim or occurrence.

Worker's compensation insurance or its equivalent in the minimum statutory amount in the state where Consultant conducts its business.

Auto liability policy or its equivalent with a combined single limit of \$1,000,000 per accident.

The City, its officers, officials, and employees are to be named as "Additional Insured" on the commercial general liability, automobile liability, and any excess liability policies as respects liability arising out of activities performed by or on behalf of Consultant.

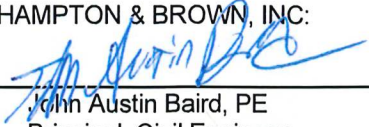
15. **DISPUTE RESOLUTION**

Except in the event of termination pursuant to Section 4.1, if either City or Consultant has a claim, dispute, or other matter in question for breach of duty, obligations, services rendered, or any warranty that arises under this Agreement, the parties shall first attempt to resolve the matter through this dispute resolution process. The disputing party shall notify the other party in writing as soon as practicable after discovering the claim, dispute, or breach. The notice shall state the nature of the dispute and list the party's specific reasons for such dispute. Within ten (10) business days of receipt of the written notice, both parties shall commence the resolution process and make a good faith effort, either through email, mail, phone conference, in person meetings, or other reasonable means to resolve any claim, dispute, breach or other matter in question that may arise out of, or in connection with this Agreement. If the parties fail to resolve the dispute within sixty (60) days of the date of receipt of the notice of the dispute, then the parties may submit the matter to non-binding mediation in Tarrant County, Texas, upon written consent of authorized representatives of both parties in accordance with the Industry Arbitration Rules of the American Arbitration Association or other applicable rules governing mediation then in effect. The mediator shall be agreed to by the parties. Each party shall be liable for its own expenses, including reasonable attorney's fees; however, the parties shall share equally in the costs of the mediation. If the parties cannot resolve the dispute through mediation, then either party shall have the right to exercise any and all remedies available under law regarding the dispute. Notwithstanding the fact that the parties may be attempting to resolve a dispute in accordance with this informal dispute resolution process, the parties agree to continue without delay all of their respective duties and obligations under this Agreement, not affected by the dispute. Either party may, before or during the exercise of the informal dispute resolution process set forth herein, apply to a court having jurisdiction for a temporary restraining order or preliminary injunction where such relief is necessary to protect its interests.

EXECUTED on this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ACCEPTED AND AGREED:

BAIRD, HAMPTON & BROWN, INC:

By:   
John Austin Baird, PE  
Principal, Civil Engineer

Date: 04-24-2026

CITY OF NORTH RICHLAND HILLS:

By: \_\_\_\_\_  
Paulette Hartman  
City Manager

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

ATTEST:

By:   
Name: Kimberly Peralez  
Title: Staff Accountant

ATTEST:

By: \_\_\_\_\_  
Alicia Richardson  
City Secretary/Chief Governance Officer

APPROVED TO FORM AND LEGALITY:

By: \_\_\_\_\_  
Bradley A. Anderle  
City Attorney

## ATTACHMENT A

### **BASIC ENGINEERING SERVICES** for **JOHN BARFIELD TRAIL EXTENSION** City of North Richland Hills

The City of North Richland Hills has requested that Baird, Hampton & Brown develop design documents for a proposed extension of John Barfield Trail. These improvements consist of approximately 900 linear feet of 10' wide concrete trail from Spring Oak Drive south to the existing trail stub out near the Rumfield Estates development.

The trail improvements will interconnect existing segments, creating nearly 1.5 miles of continuous trail and eliminating the need to travel on the roadway along Spring Oak Drive. A stream crossing is also necessary to construct the proposed trail improvements. A culvert installation within the creek is anticipated along with a flood study to analyze the proposed improvements and ensure no adverse impacts on neighboring properties, followed by a LOMR after construction.

The scope of work for Basic Engineering Services is described in detail in the sections below.

#### **I. GENERAL**

##### **A. Project Management, Administration, and Coordination**

1. The ENGINEER will establish and maintain PROJECT schedules and budgets, develop progress reports, prepare invoices, and meet with other entities on an as-needed basis for the duration of the PROJECT's design.
2. The ENGINEER will establish a work program and schedule for each subconsultant, if any, at the beginning of each phase/section of the PROJECT. The ENGINEER will be responsible for the coordination, supervision, review and incorporation of work performed by subconsultants.

#### **II. PRELIMINARY PLANS & ESTIMATES**

##### **A. Flood Study**

Prepare a hydraulic model for the existing and proposed grading conditions for the FEMA effective hydrology using the US Army Corps of Engineers (USACE) HEC-RAS computer program. The hydrologic data in the effective FEMA models will be utilized for this project. BHB will determine the Base Flood Elevation (BFE) and location of the existing and proposed hydraulic condition of the 100- and 500-YR floodplains adjacent to the project site. The flood study will include effective, corrected effective, pre-project and proposed conditions hydraulic models in support of regulatory authority review and approvals. This scope of work assumes the results of the flood study concur with the design of the proposed improvements for Rumfield Estates. If significant deviation is found, additional engineering services are required to further address the impacts and obtain the appropriate approvals from FEMA. The flood study will adequately model the effects of the proposed project to the existing stream, floodplain and adjacent communities

affected by the proposed improvements. BHB will submit this flood study to the City of North Richland Hills and address comments as needed.

- B. Preliminary (60%) Construction Plans  
Develop trail layout, grading, and erosion control plans, along with culvert plan and profile views over actual field surveys. Provide the required construction details for the proposed improvements.
- C. Opinions of Probable Construction Costs  
Prepare project quantities and an opinion of probable construction cost for the proposed improvements.
- D. Project Manual  
Prepare draft project manual containing the applicable forms, contracts, advertising/bid schedule, and specifications for the project.
- E. Submittal & Review Meeting  
Attend a design review meeting with City staff to discuss comments and revisions for the preliminary design.

### **III. FINAL PLANS & ESTIMATES**

- A. Final (90%) Construction Plans, Estimates, & Project Manual
  1. Incorporate City review comments and directives from the preliminary plans submittal.
  2. Complete trail layout, grading, and erosion control plans, and culvert plan and profiles over actual field surveys. Provide the required construction details for the proposed improvements.
  3. Prepare revised project quantities and an opinion of probable construction cost for the proposed improvements.
  4. Incorporate City comments and revise the project manual as needed.
  5. Attend a design review meeting with City staff to discuss comments and revisions for the final design.
- B. Prepare Final (100%) Bid Documents
  1. Incorporate CITY review comments and directives from the Final (95%) Design plans.
  2. Provide final plans, specifications, and cost estimates.
  3. Submit final bid documents for CITY approval and bidding.

ATTACHMENT A - CONTINUED

**SPECIAL SERVICES**  
for  
**JOHN BARFIELD TRAIL EXTENSION**  
City of North Richland Hills

**I. LAND SURVEYING**

- A. **LiDAR & Aerial Mapping**  
Prepare an aerial-based LiDAR topographic base map of the project limits identified.
- B. **Topographic Survey**  
Perform an on-the-ground survey of the project limits. Locate the existing improvements, provide spot elevations on a 50-foot grid, and generate contours at one-foot intervals.
- C. **Boundary Survey**  
Research and recover adequate property corner monumentation to provide a representation of the referenced project's boundaries to be used within deliverables described in this scope of work.
- D. **As-Built Survey for LOMR**  
Perform an on-the-ground survey of the project limits post-construction. Locate the newly constructed improvements, provide spot elevations on a 50-foot grid, and generate contours at one-foot intervals.

**II. ENVIRONMENTAL SERVICES**

- A. **Waters of the US Delineation**
  - 1. Delineate the Waters of the US within the project limits using the 1987 Corps of Engineers Wetlands Delineation Manual (Wetlands Research Program Technical Report Y-87-1), the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Great Plains Region (Version 2.0), and the ordinary high-water mark for streams. After the delineation is completed, a digital map of these waters of the United States will be provided for planning, impact calculation, and illustration purposes. This delineation will be provided so that it may be utilized in the engineering plans to avoid and minimize impacts to waters of the United States (if any are present on the site).
  - 2. Provide a description of the functions and values of the water features on the project site using available literature, soil surveys, and USGS topographic maps.
  - 3. Provide the appropriate wetland delineation forms, map of jurisdictional waters overlain on the site plan, and any evaluation of the Waters of the U.S. within the proposed project site. The purpose of the delineation is to develop a map indicating areas that can be used for placement of fill material and those areas where a permit might be required.

- B. Endangered Species Assessment  
Conduct an assessment of the potential habitat for state and federally listed threatened and endangered species within the project area for inclusion with the LOMR. Assess the site for the presence or absence of critical habitat and suitable habitat, as well as the actual presence or absence of any imperiled species.

### **III. UTILITY COORDINATION**

- A. Coordinate the proposed trail improvements with Oncor throughout the design process, including verification of existing utility locations, easements, and communication with Oncor personal as needed to support the design and construction of the proposed trail.

### **IV. FLOODPLAIN DEVELOPMENT PERMIT**

- A. Complete all forms/applications necessary and submit to the City for review and approval. Respond to City comments as needed.

### **V. LETTER OF MAP REVISION (LOMR)**

- A. Prepare a Letter of Map Revision (LOMR) request and submit it for City and FEMA approval.
- B. Model the As-Built survey in the hydraulic model.
- C. Complete the required forms, figures, exhibits, and prepare a report for a LOMR request submission and will submit it to FEMA through the City.
- D. Answer City and FEMA questions and make revisions and re-submittals as required by the City or FEMA to acquire LOMR approval. This task will include two (2) resubmittals to FEMA. Any additional submittals will be charged at the BHB hourly rate in effect at the time the work is performed. The current FEMA online review fee for a LOMR is \$8,000.

### **VI. TAS REIVEW/TDLR REGISTRATION**

- A. Register the project with TDLR if the total project (per TAC Rule 68.50) construction cost equals or exceeds \$50,000.
- B. Submit the project for TAS plan review and address any deficiencies.
- C. Submit the project for TAS post-construction inspection.

ATTACHMENT A - CONTINUED

**HOURLY AND/OR ADDITIONAL ENGINEERING SERVICES**  
for  
**JOHN BARFIELD TRAIL EXTENSION**  
City of North Richland Hills

**I. BIDDING PHASE**

- A. Assist the CITY in the advertisement of the PROJECT for bid. The CITY shall bear the cost of advertisement in an official publication. The ENGINEER shall provide all necessary printing of construction plans, specifications, and contract documents for use in obtaining bids, awarding contracts, and constructing the PROJECT.
- B. The ENGINEER shall prepare and respond to all addenda for the PROJECT.
- C. Assist the CITY in the opening and tabulation of the construction bids for the PROJECT and recommend to the CITY the proper action on all proposals received.
- D. Issue a notice to proceed to the CONTRACTOR selected by the CITY for the PROJECT.
- E. Assist in the preparation of formal Contract Documents found in the Project Manual and coordinate their execution by the respective parties.

**II. CONSTRUCTION SUPPORT**

- A. Attend the project pre-construction meeting with the CITY and CONTRACTOR.
- B. Provide construction support services, including responding to RFIs, reviewing product submittals, and conflict resolution. Issue ASIs and change orders as needed. Review and approve pay applications.
- C. Prepare Record Drawings, with the assistance of the CITY's Resident PROJECT Representative, to reflect available information as to how the work was constructed. The CITY's Resident PROJECT Representative will provide the ENGINEER a red-lined set of drawings depicting changes during construction. The ENGINEER shall revise original design drawings, noting changes during construction, and submit electronic files (in pdf and dwg formats), to the CITY.

- III. ADDITIONAL Engineering Services not included in the scope of work include those services that may result from significant changes in the general scope, extent or character of the PROJECT or its design including, but not limited to, changes in size, complexity, CITY's schedule, character of construction or method of financing; and revising previously accepted studies, reports, design documents or Contract Documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to the preparation of such studies, reports or documents, or are due to any other causes beyond ENGINEER's control.
  
- IV. ADDITIONAL Engineering Services not included in the scope of work also include assistance to the CITY in connection with bid protests, rebidding or renegotiating contracts for construction, materials, equipment or service, or preparing to serve or serving as a consultant or witness for CITY in any litigation, arbitration or other legal proceeding involving the PROJECT.
  
- V. HOURLY and/or ADDITIONAL Engineering services in connection with the PROJECT and described above, and including services which are to be furnished on an hourly basis or by the CITY, and services not otherwise provided for in this Agreement, will be provided at the following rates:

**Engineering – Eng.; Environmental Sci. – ES; Land Surveying – LS; Landscape Architecture – LA**

Eng. & Management – Principal/VP	\$ 360.00 /hr.	Designer - IV	\$ 205.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - V	\$ 310.00 /hr.	Designer - III	\$ 155.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - IV	\$ 240.00 /hr.	Designer - II	\$ 130.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - III	\$ 210.00 /hr.	Designer - I	\$ 115.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - II	\$ 190.00 /hr.	CAD/Tech. Survey Services	\$ 100.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - I	\$ 165.00 /hr.	Field Surveying – 1 Person Crew	\$ 175.00 /hr.
Eng. EIT/LS SIT - IV	\$ 145.00 /hr.	Field Surveying – 2 Person Crew	\$ 220.00 /hr.
Eng. EIT/LS SIT - III	\$ 130.00 /hr.	Field Surveying – 3 Person Crew	\$ 255.00 /hr.
Eng. EIT/LS SIT - II	\$ 125.00 /hr.	Construction Staking – 2 Person Crew	\$ 240.00 /hr.
Eng. EIT/LS SIT - I	\$ 120.00 /hr.	Clerical Services	\$ 95.00 /hr.
CAD / Drafting Services	\$75.00 /hr.		

ATTACHMENT A - CONTINUED

**CITY PROVIDED INFORMATION/SERVICES**  
for  
**JOHN BARFIELD TRAIL EXTENSION**  
City of North Richland Hills

The CITY will provide the following services to the ENGINEER in the performance of the PROJECT upon request:

- I. Provide any existing data the CITY has on file concerning the PROJECT, if available.
- II. Provide any available Record Drawings for existing streets, drainage facilities, water and sanitary sewer mains, if available.
- III. Assist the ENGINEER, as necessary, in obtaining any required data and information from local franchise utility companies.
- IV. Provide standard details in digital format.
- V. Assist the ENGINEER by coordinating with the franchise utility companies and addressing potential conflicts prior to construction.
- VI. Assist the ENGINEER by requiring appropriate utility companies to expose underground utilities within the Right-Of-Way, if/when required.
- VII. Give prompt written notice to ENGINEER whenever CITY observes or otherwise becomes aware of any development that affects the scope or timing of the ENGINEER's services.

ATTACHMENT B

**COMPENSATION**

for

**JOHN BARFIELD TRAIL EXTENSION**

City of North Richland Hills

**I. COMPENSATION**

For and in consideration of the services to be rendered by the ENGINEER, the CITY shall pay, and the ENGINEER shall receive, the compensation hereinafter set forth for the Design and Construction Phases of the work and additionally for Special Engineering Services and/or Additional Engineering Services. All remittances by CITY of such compensation shall either be mailed or delivered to the ENGINEER's office.

- A. Compensation for the Basic Engineering Services shall be a lump sum fee of \$70,778.00. Compensation for the Special Services shall be a lump sum fee of \$90,300.00. Compensation for the Additional Services shall be an estimated sum of \$11,060.00. This is a total estimated contract amount of \$172,138.00.

Payment for the Design phase portion of the Basic Engineering Services shall be due in monthly installments in the proportion to that part of the services in the Design phase which have been accomplished. Final payment for services authorized in the Design phase shall be due at the completion of these services.

Payment for any requested Assistance or Construction Support Services of the Additional Services shall be due in monthly installments and per the contract hourly billing rates schedule.

- B. Compensation for Additional Services not covered by Basic Engineering Services or Special Services provided herein shall be as follows:
1. For all of ENGINEER's personnel time applied to the Additional Engineering Services and not itemized above, the following hourly rates shall be used:

**Engineering – Eng.; Environmental Sci. – ES; Land Surveying – LS; Landscape Architecture – LA**

Eng. & Management – Principal/VP	\$ 360.00 /hr.	Designer - IV	\$ 205.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - V	\$ 310.00 /hr.	Designer - III	\$ 155.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - IV	\$ 240.00 /hr.	Designer - II	\$ 130.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - III	\$ 210.00 /hr.	Designer - I	\$ 115.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - II	\$ 190.00 /hr.	CAD/Tech. Survey Services	\$ 100.00 /hr.
Eng. PE/ES/LS RPLS/LA RLA - I	\$ 165.00 /hr.	Field Surveying – 1 Person Crew	\$ 175.00 /hr.
Eng. EIT/LS SIT - IV	\$ 145.00 /hr.	Field Surveying – 2 Person Crew	\$ 220.00 /hr.
Eng. EIT/LS SIT - III	\$ 130.00 /hr.	Field Surveying – 3 Person Crew	\$ 255.00 /hr.
Eng. EIT/LS SIT - II	\$ 125.00 /hr.	Construction Staking – 2 Person Crew	\$ 240.00 /hr.
Eng. EIT/LS SIT - I	\$ 120.00 /hr.	Clerical Services	\$ 95.00 /hr.
CAD / Drafting Services	\$75.00 /hr.		

2. For all direct non-labor and/or subcontract expense, including mileage, travel and living expenses at invoice or internal office cost times a multiplier of 1.10.

Payments to the ENGINEER for authorized Additional Engineering Services will be due monthly, upon presentation of monthly statement by the ENGINEER for such services.

**II. PAYMENT**

Payments to the ENGINEER will be made as follows:

**A. Invoice and Time of Payment**

Monthly invoices will be issued by the ENGINEER for all work performed under this Agreement, and shall be in proportion to the percent completion of the total work.

Invoices will be prepared in a format approved by the CITY and are due and payable within 30 days.



EXHIBIT C - CONTINUED

**SURVEY LIMITS MAP**  
for  
**JOHN BARFIELD TRAIL EXTENSION**  
City of North Richland Hills



Red - LiDAR; Green – Boundary Survey; Yellow – Topographic Survey; Magenta – Topographic Survey with As-Built

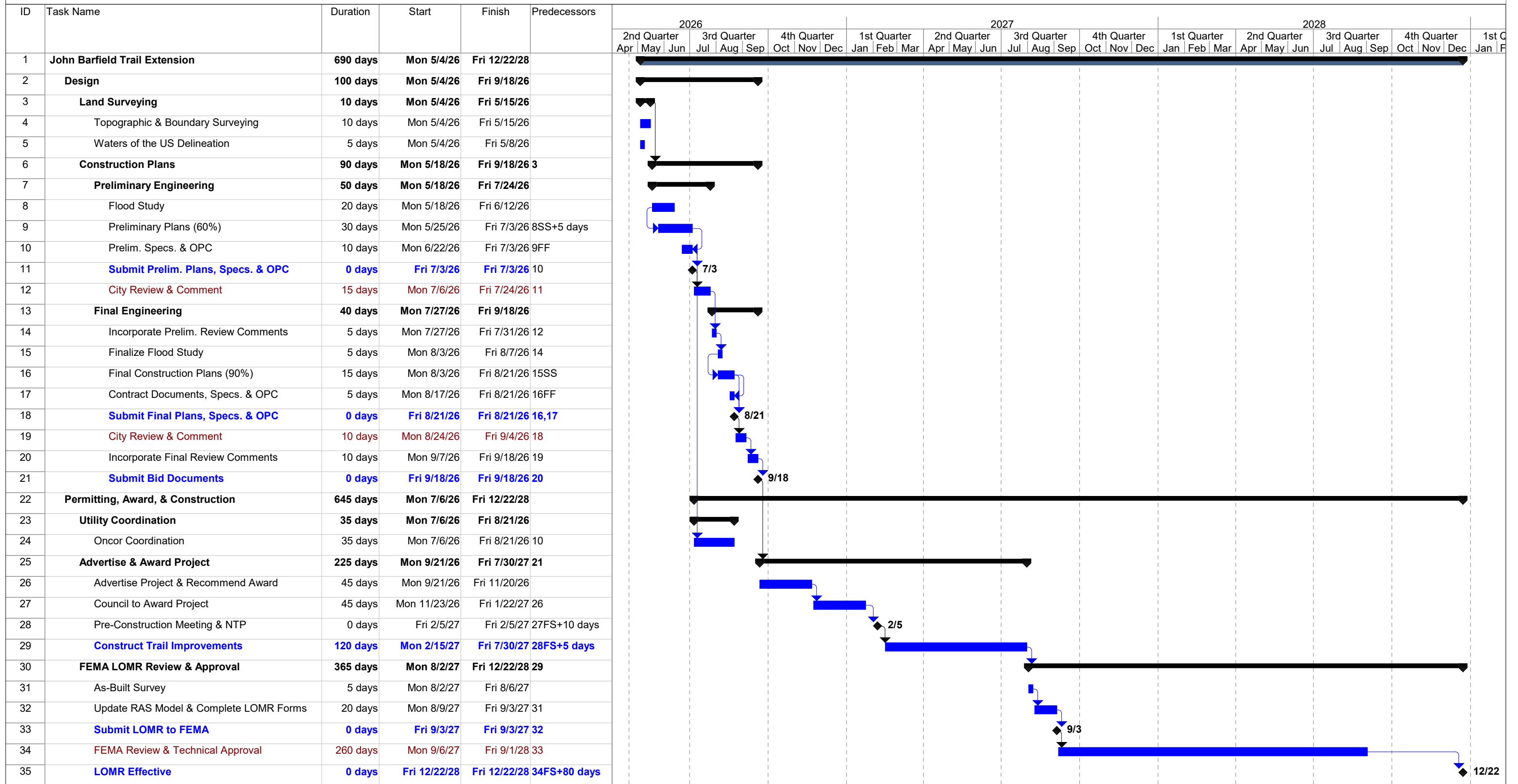
ENGINEERING SERVICES FOR THE CITY OF NORTH RICHLAND HILLS BY BAIRD, HAMPTON & BROWN, INC.

EXHIBIT D

OPINION OF PROBABLE CONSTRUCTION COST  
for  
JOHN BARFIELD TRAIL EXTENSION  
City of North Richland Hills

Item No.	Description	Unit	Bid Quantity	Unit Price	Bid Value
<b>John Barfield Trail</b>					
<b>Sidewalk Improvements</b>					
1	Channel Clearing & Grubbing	LS	1	\$ 10,000	\$ 10,000
2	Demo Rip Rap	LS	1	\$ 15,000	\$ 15,000
3	Concrete Sidewalk (900 LF @ 10' width)	SY	1000	\$ 150	\$ 150,000
4	Pedestrian Guardrail	LF	100	\$ 175	\$ 17,500
5	Double Barrel Box Culvert	LF	25	\$ 4,250	\$ 106,250
6	Concrete Wingwall	EA	2	\$ 50,000	\$ 100,000
7	Rock Rip Rap	SY	170	\$ 175	\$ 29,750
8	Chain Link Fence	LF	250	\$ 75	\$ 18,750
9	Crosswalk Pavement Markings	LS	1	\$ 600	\$ 600
10	Soild Sod with 4" Topsoil	SF	9000	\$ 5	\$ 45,000
	Subtotal				\$ 492,850
	Contingency (30%)				\$ 148,150
	<b>PROJECT TOTAL</b>				\$ 641,000

**John Barfield Trail Extension**



Project: John Barfield Trail Date: Tue 4/21/26	Task		Project Summary		Inactive Summary		Manual Summary		External Milestone	
	Split		External Tasks		Manual Task		Start-only		Progress	
	Milestone		External Milestone		Duration-only		Finish-only		Deadline	
	Summary		Inactive Milestone		Manual Summary Rollup		External Tasks			

Services Level of Effort: Item / Task Description & Estimated Hours of Effort

**JOHN BARFIELD TRAIL EXTENSION**  
**North Richland Hills, TX**  
 April 20, 2026

Item / Task Description	Project	Project	Project	Engineering	Environmental	Project	Survey	Survey		Direct	Amount
	Director	Manager	Engineer	EIT	Scientist	Surveyor	Field Crew	CADD/Tech	Clerical	Costs	
	(Hrs)	(Hrs)	(Hrs)	(Hrs)	(Hrs)	(Hrs)	(Hrs)	(Hrs)	(Hrs)	(\$)	(\$)
	\$ 360.00	\$ 210.00	\$ 190.00	\$ 130.00	\$ 310.00	\$ 190.00	\$ 220.00	\$ 100.00	\$ 95.00	1.10	
<b>Preliminary Plans</b>											<b>\$ 45,798</b>
Flood Study	4	8	20	36						\$ 625	12,288
Trail Layout & Site Plan	1	6	10	24							6,640
Trail Grading Plan	1	8	16	30							8,980
Culvert P&P & Cross Sections		6	12	20							6,140
Erosion Control Plan & Details		1	2	8							1,630
Construction Details		1	4	6							1,750
Opinion of Probable Construction Cost		1	4	10							2,270
Draft Project Manual & Specs	1	2	8	24							5,420
Submittal & Review Meeting		2		2							680
Subtotal =	7	35	76	160	0	0	0	0	0	\$ 625	
<b>Final Plans</b>											<b>\$ 24,980</b>
Trail Layout & Site Plan	1	4	4	16							4,040
Trail Grading Plan	1	4	10	24							6,220
Culvert P&P & Cross Sections		4	12	16							5,200
Erosion Control Plan & Details		1	1	4							920
Construction Details		1	4	6							1,750
Opinion of Probable Construction Cost		1	2	8							1,630
Final Project Manual & Specs		1	6	16							3,430
Submittal & Review Meeting		2		2							680
Incorporate Comments & Issue Bid Docs.		1	2	4							1,110
Subtotal =	2	19	41	96	0	0	0	0	0	0	
<b>Total for Professional Services</b>	<b>9</b>	<b>54</b>	<b>117</b>	<b>256</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ 625</b>	<b>\$ 70,778</b>
<b>Special Services</b>											<b>\$ 90,300</b>
LiDAR Survey										\$ 12,500	13,750
Topographic Surveying (limited)			1	2						\$ 8,000	9,250
Boundary Surveying										\$ 12,000	13,200
As-Built Survey for LOMR		1	1							\$ 4,000	4,800
WOTUS Delineation		1	1	8	18						7,020
Engangered Species Assessment		1	1		8						2,880
Utility Coordination		2	4	10							2,480
Floodplain Development Permit		1	2	4							1,110
LOMR	10	16	40	80						\$ 8,000	33,760
TAS Review/TDLR Registration		1	1							\$ 1,500	2,050
Subtotal =	10	23	51	104	26	0	0	0	0	\$ 46,000	
<b>Additional Services (billed hourly)</b>											<b>\$ 11,060</b>
Bid Project, Tab. Results & Recom.		2	6	12							3,120
Prepare Formal Contract Docs		1	4	8							2,010
Pre-Con Mtg, Site Visits & Final Inspection		4	4								1,600
Prepare Record Drawings & CAD Files		1	4	8							2,010
Construction Support, RFIs, Submittals	1	2	4	6							2,320
Subtotal =	1	10	22	34	0	0	0	0	0	0	
<b>Total for Professional, Additional &amp; Special Services</b>											<b>\$ 172,138</b>

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

### OFFICE USE ONLY CERTIFICATION OF FILING

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**  
Baird, Hampton, and Brown, Inc. (BHB)  
Fort Worth, TX United States

**Certificate Number:**  
2026-1453665

**Date Filed:**  
04/27/2026

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**  
City of North Richland Hills

**Date Acknowledged:**

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**  
John Barfield Trail  
Engineering services for John Barfield Trail Extension

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Baird, John A	Grapevine, TX United States	X	
	Wallace, Chad	Fort Worth, TX United States	X	
	Bost, Ian	Fort Worth, TX United States	X	
	Snyder, Jeremy	Fort Worth, TX United States	X	
	LaCroix, Joseph	Fort Worth, TX United States	X	
	Watters, Richard	Fort Worth, TX United States	X	
	Nave, Shannon	Weatherford, TX United States	X	
	Strevey, Tracy	Fort Worth, TX United States	X	

**5 Check only if there is NO Interested Party.**

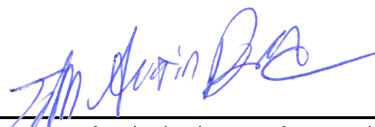
**6 UNSWORN DECLARATION**

My name is John Austin Baird, and my date of birth is [REDACTED].

My address is 3801 William D Tate, Ste 500, Grapevine, TX, 76051, USA.  
(city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Tarrant County, State of Texas, on the 27 day of April, 2026.  
(month) (year)

  
\_\_\_\_\_  
Signature of authorized agent of contracting business entity  
(Declarant)



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** Announcements  
**PRESENTER:**

### **GENERAL DESCRIPTION:**

#### Announcements:

Join us this Saturday, May 30, at the NRH Library for the Mayor’s Summer Reading Club kick-off party. Stop by between 10 a.m. and 2 p.m. for fun activities and to get signed up for the summer reading club.

The Parks & Recreation Department is hosting a Play Today NRH event at Green Valley Park on Saturday, June 6, from 9:30 to 11 a.m. Bring the whole family for fun games and activities in the park.

#### Kudos Korner:

Tonight, we’d like to take a moment to recognize the dedicated group of City employees who have volunteered with Meals on Wheels of Tarrant County for the past 30 years. Each Friday, this team delivers hot meals — and just as importantly, a friendly check-in — to homebound residents in our community.

Meals on Wheels recently honored our volunteers for three decades of service. Current volunteers include: Cecilia Barham, Kathy Corley, Sarah Hageman, Samantha Gibson, Leah Michaels, Lauren O’Brien, Jonathan Richerson, Mickey Shelley, Tarka Sullivan, and Mary Williams.

We’re grateful to all employees who have been part of this program over the years, and to the current volunteer team for carrying the tradition forward. Your compassion and commitment make a difference in our community and reflect North Richland Hills’ core values of teamwork and service.