

Office of the City Manager

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council

From: Curtis E. Hawk, City Manager

Date: August 6, 2013

Subject: Amendment to Article VI, Chapter 10, "Boards, Committees, Commissions" of Richland Hills Municipal Code (City Code of Ordinances).

City Council Action Requested:

Consider Amendment to Article VI, Keep Richland Hills Beautiful Commission, Chapter 10, Code of Ordinances, including process of transitioning Keep Richland Hills Beautiful from a City board to an independent Affiliate with Keep Texas Beautiful with status as non-profit, 501 (c) (3) corporation.

Background Information:

The Keep Richland Hills Beautiful Commission (KRHB) is one of the several city boards covered by Chapter 10 of the Richland Hills Code of Ordinances. There has been discussion with Council on whether KRHB should continue to be included in the City Code as a City board, or separated from the municipal organization to operate as an independent affiliate with Keep Texas Beautiful (KTB) and, with perhaps assistance from the City, established as a non-profit, 501 (c)(3) tax-exempt organization. No action has been taken by Council other than to direct the City Manager to bring the matter back to Council to provide details on the process to be followed in transitioning the Commission from a city board to an independent affiliate of KTB, and to report on the pros and cons of such a transition.

The Proposed Annual Operating Budget for FY 2013-14 elsewhere on the agenda provides funding for the Keep Richland Hills Beautiful Commission as if it were to continue as a City board, but also provides necessary funding to follow through on the

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process of establishing KRHB as a non-profit, 501 (c)(3) tax-exempt organization operating independently of the City. This item is on the agenda at this time in order to give City Council an opportunity to act on the matter.

Board/Citizen Input:

The matter has been discussed with members of KRHB.

Financial Impact:

Cost for securing a 501 (c)(3) designation has been included in the proposed FY14 Annual Budget.

Staff Contacts:

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