

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: Eric Strong, City Manager
Date: March 4, 2014
Subject: Discussion of Ongoing City Projects

Council Action Requested:

No action requested – Discussion Only

Background Information:

On a monthly basis, if not more frequently, I would like to list an agenda item that discusses specific city projects. We will not go over all the projects going on in the city, but projects that I think deserve some public updates will end up on the agenda. Some of the items will sound familiar, as they are projects which are also highlighted in the written monthly reports. However, I recognize that there is a lot of information in the written reports, and it is sometimes easy to quickly gloss over some of the information. Also, the public doesn't necessarily read the monthly reports (although they are posted with the agenda), and the projects we will be discussing generally will be items that are of interest to the general public. Going forward, if there is a project in which you would like a public update, just let me know and we will put it on an agenda. As a side note, we could also discuss these projects under "Community Interest Items", so the specific project doesn't need to be listed on the agenda in order to discuss it. A brief summary of some of the projects we will be discussing is listed below:

- **Green Ribbon Project:** The project has been approved by TXDOT and the bid notices will occur in the 3rd and 4th weeks of March. Bids will be received on April 8th, and installation should occur in mid to late April

- **Popplewell Paving:** The first phase of this project has begun, and will last approximately three weeks. Phase one includes replacing portions of the curb and gutter and installing a valley gutter. When the valley gutter is installed, that section of Popplewell will be closed for approximately three days. Phase 2 will also last three weeks, and will consist of removal and restoration of the roadbed. The final phase will consist of the overlay, and should occur during the final week of April. Barring weather delays, the project should be completed by May 1st.
- **Parks Planning Study:** Staff has met with the consultant on this project and discussed an overview of the schedule. A more detailed schedule will be provided at the meeting, but the first key date that has been decided is to have a public meeting on Saturday, March 29th. The public will be invited to attend and give feedback on the types of amenities they would like to see in each park. Council is strongly encouraged to attend this event as well.
- **Community Center Study:** There is a kickoff meeting with the consultant on March 6th at 1:00 p.m. We will post this as a council meeting, and council is invited to attend, although not required. We will be going over the calendar for the project and identifying key dates and deliverables.
- **Code Red Calling System:** Code Red has compiled all of the publicly listed land line phone numbers in Richland Hills. Once we are ready, Code Red will launch an informational “All Call”. The “All Call” will call all of the numbers informing residents of the new system and letting them know how to add cell phone numbers, private numbers and email addresses. It will also tell residents how to opt out of the service if they have automatically been added and do not wish to receive the calls. We are finalizing our parameters for what type of situations merit a phone call, and will launch the All Call within 10 days.
- **Citizen Request Work Order System:** As you will recall, Council budgeted for us to purchase a new Work Order System that was compatible across departments. That system has been purchased and installed. The most important component of the system for residents is that there is an online Work Order Request. Citizens can go to our website and report issues (code enforcement, utility concerns, etc). This will automatically generate a work order.

Once the work order is created, the citizen can opt to receive an email with the work order number, which will allow them to track the status of the work order online.

Board/Citizen Input: N/A

Financial Impact: N/A

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Attachments: N/A