

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: May 20, 2014
Subject: Monthly Reports

Council Action Requested:

No action requested – Discussion only

Background Information:

Attached are the monthly Departmental Reports. Over the past several months, they have been streamlined to be more concise while striving to maintain the appropriate level of information. If you have any questions regarding the reports, please contact myself or the appropriate Department Head.

Board/Citizen Input: N/A

Financial Impact: N/A

Staff Contacts: Eric Strong
City Manager
estrong@richlandhills.com

Attachments: N/A

Municipal Court

Department Narrative of Significant Actions, Results, and Pending Items:

- This can be a list of bullet point items, or short paragraphs
- If possible, this should generally be kept to half to $\frac{3}{4}$ of a page
- Depending on the department and the monthly activities, there may not be any text here

Citation Summary		
	Current Month	YTD Total
Violations Filed	180	1911
Completed –Paid Fine	5	38
Completed – Before Judge	128	963
Completed – Other	112	957
Warrants Issued	31	976
Warrants Cleared	126	901
Total Number Outstanding Warrants	24	479
Total Value of Outstanding Warrants	\$8907.35	\$199,139.71
Total Fees Collected	\$52,331.25	\$364,891.54

April 2014 Marshal's Activity Report

Warrant Service	48
Arrests	**13
Bank Details	17
Traffic Stops	2
Warrants Cleared	132
Total Violators Who Paid Warrants	82
Total Amount Collected	38,621.15
Warrants Issued	30
Insurance Verifications	6
Time Served Verifications	2
Vehicles Inspected	5
Baliff Hours	7
Training	0
Citations/Summons/Subpoenas	4
Prisoner Transfers	2
Total Hours for Prisoner Transfers	4
Total Miles Driven for Transfers	54

**During some warrant services, payment arrangements were made and doesn't show in the arrest field.

Library & Community Center



At Miss Susanna's Neighborhood

“Arbor Day and Plant Swap”

Library		
	April 2013	YTD Total
Patron Visits	4,409	27,242
New Library Cards	17	178
Items Checked Out	2320	16,526
In-House Materials Used	160	1,246
Reference Questions Answered	125	1,001
Items borrowed from MetrOPAC	301	2,057
Items loaned to MetrOPAC	1,111	6,451
Hours of Public Computer Usage	588	3,507
Number of Public Computer Sessions	639	4,515
Number of PC Assistance Given by Staff	74	692
Wireless Usage Hours	11	163
Program attendance for Children	38	250
Program attendance for Adults	27	99
New Materials Processed	283	1,204

Community Center		
Center Rentals	9	78
Number of Adult Enrichment Classes	48	339
Participants in Adult Enrichment Classes	313	1,024

Revenues and Expenses		
	April 2013	YTD Total
Library Fines, Fees and Prints	198.00	1,088.65
Community Center Revenues	981.00	2,652.00
Pavilion Revenues	0	0
Adult Enrichment Revenues	84.00	1,752.00
Total Revenues	2,352.02	3,948.65
Community Center Contract Labor Expenses	0	1586.40

Fire

- Fire Department members participated in joint training exercises at the Fire Service Training Center, TCC Northwest Campus, with NEFDA fire departments in responding to Mass Casualty Incidents. The exercises concentrated on best practices and protocols for triaging, treatment and transport of injured, and incident command for scenarios that included bus accidents, train derailments, and explosions. The exercises were the first of two exercises conducted annually that includes all the NEFDA fire departments training together. The exercises run for four to five days a week for nearly four weeks to have all the firefighters in the fourteen departments participate.
- Work began on the budgeted remodeling of the bathroom in the fire station. By the end of the month work was nearly complete. The remodel improves the bathroom facilities for the firefighters.
- During the last week of the month all of the department's firefighter/paramedics participated in a Pediatric Pre-Hospital Provider Course, a sixteen hour course provided by TCC's EMS Department. The goal of the PPHP course is to improve the quality of care provided to seriously ill or injured children. The course was given while the firefighters were on duty. The cost of the course will be paid with funds received annually from the North Central Texas Trauma Regional Advisory Council (NCTTRAC).
- Fire inspections of the multi-family buildings continued during the month by the department's fire inspectors.
- There were two structure fires in the City during the month of April. The first at 2805 Cedar Park Drive resulted in the nearly total loss of the resident's structure and personnel belongings. It is believed the fire started in an unoccupied room where a space heater was being used to provide heat on a cool day. The residents were able to escape the home uninjured with the assistance of neighbors. The second fire occurred at a 6552 Davidson resulting in minor heat and smoke damage to an uninhabited home. The new owners of the home had left items on an electric stove top while preparing the home for move in. The next morning when the electric power was turned on the items heated up and caught fire scorching the wall and cabinets above the stove. Fortunately for the new owners there were no windows open and the fire burned itself out from lack of sufficient oxygen in the home to sustain the fire. The new owners arrived at the home three hours after the electric was turned on to find smoke in the house but the fire out.
- The department's Quint 291 was involved in a accident while responding to a vehicle fire on State Highway 121. While responding lights and siren to the fire

on the left shoulder lane of the highway the right front corner of the Quint made contact with the driver's side of a vehicle in the left lane of traffic. There was minor damage to the Quint which remained in service and was used to extinguish the vehicle fire. There were no injuries resulting from the accident which is under investigation by the police department and insurance agencies.

Service Calls		
	Current Month	YTD Total
Fire Calls	8	29
Emergency Medical Calls	83	527
Hazardous Conditions – No Fire	6	41
Public Assistance	10	103
Good Intent (No Service Rendered)	13	101
False Alarm	8	74
Total Calls	128	875

Automatic / Mutual Aid		
	Current Month	YTD Total
Haltom City		
Aid Received	7	14
Aid Given	4	33
Hurst		
Aid Received	3	17
Aid Given	2	6
NRH		
Aid Received	17	61
Aid Given	13	50
Other (Fort Worth or other NEFDA Depts.)		
Aid Received	1	5
Aid Given	1	4

Fire Prevention / Public Education Activities		
	Current Month	YTD Total
Fire Inspections – Initial	17	44
Fire Inspections – Re-inspections		15
Fire Permit Inspections (alarm, sprinkler,...)	3	55

Police

Department Narrative of Significant Actions, Results, and Pending Items:

- The new investigator is attending to her case load and has already solved some cases by arrests. She is also attending a number of schools related to her new position.
- The two new Sergeants are attending their second leadership development school. They are in the 2nd week of the 3 week school. They are both showing an aptitude for their new position.
- There were several burglaries this month including vehicles, vacant houses, and occupied homes. Three cases were filed on three suspects for vehicle burglary and recovered several items of stolen property.
- A warrant has been developed and issued for Sexual Assault of a Child. Subject will be arrested the first week of May 2014.

Service Calls		
	Current Month	YTD Total
Citizen Calls	382	1431
911 Calls	39	145
Officer Initiated	786	3666
Total Calls	1207	5242

Part 1 Offenses		
	Current Month	YTD Total
Murder	0	0
Rape	0	0
Robbery	0	2
Aggravated Assault	0	2
Burglary	8	26
Theft	10	49
Motor Vehicle Theft	2	8
Total	20	87

Crashes & Injuries		
	Current Month	YTD Total
Crash Reports	10	31
Injuries	6	15

Criminal Investigations		
	Current Month	YTD Total
Assigned Cases – Active	17	62
Closed Cases	1	1
Unfounded	0	2
Suspended	0	2
Exceptionally Cleared	3	12
Arrest – Case Filed	5	8
Arrest – Case Not Filed	4	8
Total Assigned Cases	17	62

Public Works

Department Narrative of Significant Actions, Results, and Pending Items:

Streets & Drainage		
	MONTH: APRIL 2014	FYTD
Street Repairs	20	42
Potholes Repaired	6	128
# Street Signs Replaced	2	68
Curb and Gutter Repair Hours	2	57
Hrs. Tree Trimming/Debris Haul Off	4	184
Drainage Ditches Cleaned-Hours	0	106
#Inlets Cleaned	0	205
Levee Maintenance Hours	6	305
# of After Hour Call Outs / Hrs.	1 / 3	23 / 87

Water		
	MONTH: APRIL 2014	FYTD
# Water Main Repairs	7	17
Main Break Repairs – Hours	90	425.5
Water Leaks Repairs	13	104
Valve/Hydrant Maintenance Hours	22	348
Meter Reading / City Work Orders Hours	96	903
Well/Pump Maintenance Hours	35	278
# of After Hours Call-outs / Hours	5 / 44	50 / 320.75

Wastewater		
	MONTH: APRIL 2014	FYTD
# Wastewater Main Repairs	2	12
Linear Feet of Wastewater Line Cleaned	2694	74837
Linear Feet of Wastewater Line Camera	1537	15340
# of After Hours Call Outs / Hours	2 / 5	33 / 131

Parks		
	MONTH: APRIL 2014	FYTD
# Hours Spent Mowing	33	207
# Hours Spent Trimming Trees/Brush	2	82
Park Maintenance Hours	30	240
Miscellaneous Service Hours	63	432

Animal Control Monthly Report

Date: April 2014

Calls		
	Current Month	YTD Total
Impounded Animals	43	271
Dogs	21	160
Cats	23	111
Livestock	1	1
Wildlife	3	24
Other	1	11
Animal Bites	1	11
Warnings	13	81
Citations	0	11
Incident Reports	2	4
City License	15	83
Dead animals removed	16	77
Meet with citizen	35	188
Nuisance	32	179

Dispositions		
	Current Month	YTD Total
Returned to Owner	11	60
Returned to Yard	19	62
Return to Wild	3	24
Euthanized	8	41
Rescued	2	46
Adopted	29	173
Other	1	18
Remaining in shelter	22	

Deposit	1127.50	8203.50
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City Engineer – Capital Improvements

Department Narrative of Significant Actions, Results, and Pending Items:

MATTHEWS DRAINAGE INTERCEPTOR			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS
Project will start at the cul de sac on Kings Court travel to Park Place turn west to Matthews then turn south on Matthews to intersect the sump area.	Const. anticipated to begin in July/August 2013. Const. time est. 8-10 months	Estimated \$1,500,000 Funded from the Drainage Utility Bond Fund.	Contractor has laid approx. 800' of 8X8 box culvert and approx. 375' of 6X6 box culvert. Contractor is currently at John Rd. Project is about 50% complete.

BAKER BLVD. INTERSECTION IMPROVEMENTS			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS
Improvement of Baker Blvd. intersections at Handley Ederville, Vance/Ash Park, and Rufe Snow Dr. to include curb & gutter, overlay, sidewalks and right turn lanes.	Estimate project to be bid in late 2014 or early 2015.	Estimated \$3,550,530 Funded from a TxDOT grant, Tarrant County Road Bond Fund and the city.	Half has completed conceptual design of plans. Environ. Appl. Was submitted in Jan. 2014. Expect approval of environ. any day. Appraiser has been selected and approved. Will start appraisal process when TxDOT gives approval. Still waiting on TxDOT approval.

LEEVE PUMP STATION ELECTRICAL REPAIRS			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS
Replace electrical switch gear at the levee pump station.	CC approved switchgear replacement. 5/7/13 Advertise & receive bids July '13, award bids Aug.'13. Installation is scheduled for Nov. 2013	\$115,200 Funded from Drainage Utility Fund	The project was substantially complete on Wednesday, 2-12-2014. Power is on and pumps can be turned on. Contractor in final stages of finalizing the project.

TXDOT SAFE ROUTES TO SCHOOL (SRTS) SIDEWALK PROJECT			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS
Install sidewalks in areas near and adjacent to Richland Middle School (RMS); Jack Binion Elem. School (BES); Richland Elem. School (RES)	Construction began Sept.'12 Anticipated Completion: RMS-June '13 BES-June '13 RES -July '13	RMS - \$456,200.53 BES - \$520,842.52 RES - \$446,546.54 Funded by a TXDOT GRANT	RMS –100% comp. BES – 100% comp. RES – 99% comp. Anticipate substantial completion of RES in Jan. 2013, NC

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 40TH YR.			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS
Each year the city receives funding from CDBG Program. Staff selects projects to construct. This year the project selected was 1,645' of sewer line to be reconstructed in the Maple Park, Birch Park and Oak Park area.	The project application was approved and submitted in January 2014. The Commissioners Court approves each city's application for funding in May.	This is a 100% funding program from HUD. This year the city will receive between \$120,000 to \$140,000 for the proposed.	RH application was submitted in January 2014. In May CDBG personnel will inform the city when to start design on the project. It is anticipated to start construction in August –September 2014.NC

BFC MAIN SEWER LINE AND LIFT STATION			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS
Installation of approx. 4,500' of 6", 8", 12" and 15" sewer lines and installing a lift station.	Anticipate project bid July / Aug.'13 Const. time 8-12 months	Estimated \$3,000,000 Funded from Water & Sewer Bonds	Low Base bidder Jackson Constr. at \$2,760,754.50. Bore contractor has completed bore and installed 18" PVC pipe in 36" steel casing pipe. Lift Station contractor has almost completed excavating pit for wet well construction.

GREEN RIBBON APPLICATION			
TxDOT selected RH to receive \$250K grant for landscape improvements in Baker Blvd. medians	Plans complete in Dec.'13, const. complete by August , 2014	Consultant's design proposal of \$32K to be funded by council on 8-20-2013	Project design is completed and staff has received final plans and specifications. Staff receive bids on 4-8-2014 and award on 4-15-2014. Beverly Sue Global Services start project on Monday, 5-12-2014.

KINGSBURY DRAINAGE PROJECT			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS

<p>The Kingsbury Interceptor, consists of 965 ' of 7'X6' conc. box culvert starting at Richland E. School to the intersection of Lavon and Matthews.</p>	<p>Half Associates was selected to design the project. It is anticipated that the project will be receive bids in July /August depending on acquisition of easements.</p>	<p>Construction cost for the project is estimated at \$1,250,000.00. This is the last part of Phase II of the Master Drainage Plan.</p>	<p>The design of the project is approx. 75% complete. In process of acquiring easements from 6 different property owners.</p>
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CRS APPLICATION			
SCOPE	TIMELINE	COST/FUNDING	CURRENT STATUS
<p>Voluntary application that will reduce flood insurance based on city's efficiency of applying FEMA's flooding requirements</p>	<p>Anticipate submitting application in December 2013</p>	<p>\$8,000 FY 2012-2013 Drainage Budget</p>	<p>FEMA has approved first step in process. FEMA's CVA visit was success. Recd. good report from FEMA who has identified over 1400 points for RH which means 10% reduction in insurance rates if approved. Anticipate approval in May 2014. Currently waiting on ISO visit to confirm number of points received by FEMA. Waiting on visit from FEMA.</p>

Finance

Fiscal Year 2013-2014, Period Ending 04/2014

Revenue and Expense Summary

	Total Budget	Cur Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (100)					
Revenue					
Taxes	\$ 4,427,312.00	\$ 163,086.99	\$ 3,289,560.45	\$ 1,137,751.55	74%
Fines & Forfeitures	\$ 417,629.00	\$ 35,070.98	\$ 251,450.67	\$ 166,178.33	60%
Licenses & Permits	\$ 102,170.00	\$ 10,550.60	\$ 101,151.60	\$ 1,018.40	99%
Service Charges	\$ 277,314.00	\$ 14,265.99	\$ 109,593.23	\$ 167,720.77	40%
Miscellaneous	\$ 189,362.00	\$ 1,394.63	\$ 19,056.35	\$ 170,305.65	10%
Other Sources	\$ 2,067,191.00	\$ 172,265.91	\$ 1,205,861.37	\$ 861,329.63	58%
Total Revenues	\$ 7,480,978.00	\$ 396,635.10	\$ 4,976,673.67	\$ 2,504,304.33	67%
Expenditures					
Municipal Court Administration	\$ 216,038.00	\$ 20,926.44	\$ 140,244.89	\$ 75,793.11	65%
Police	\$ 1,069,748.00	\$ 102,991.44	\$ 631,656.92	\$ 438,091.08	59%
Fire	\$ 2,605,173.00	\$ 156,978.79	\$ 1,357,981.13	\$ 1,247,191.87	52%
Street	\$ 1,619,908.00	\$ 133,229.80	\$ 963,398.56	\$ 656,509.44	59%
Library	\$ 168,680.00	\$ 13,882.12	\$ 92,660.49	\$ 76,019.51	55%
Recreation	\$ 319,324.00	\$ 27,344.72	\$ 177,472.50	\$ 141,851.50	56%
Parks/Grounds	\$ 35,278.00	\$ 3,785.87	\$ 20,415.37	\$ 14,862.63	58%
Community Develop	\$ 63,200.00	\$ -	\$ 17,995.23	\$ 45,204.77	28%
Animal Control	\$ 425,667.00	\$ 36,085.05	\$ 313,889.90	\$ 111,777.10	74%
Legislative	\$ 148,092.00	\$ 10,788.87	\$ 78,171.82	\$ 69,920.18	53%
Economic Dev	\$ 180,702.00	\$ 22,556.91	\$ 106,098.45	\$ 74,603.55	59%
Capital Projects	\$ 6,110.00	\$ -	\$ -	\$ 6,110.00	0%
Shared Services	\$ 50,000.00	\$ 19,500.00	\$ 19,500.00	\$ 30,500.00	39%
Transfers	\$ 658,196.00	\$ 95,111.33	\$ 353,564.55	\$ 304,631.45	54%
	\$ 6,500.00	\$ -	\$ -	\$ 6,500.00	0%
Total Expenditures	\$ 7,572,616.00	\$ 643,181.34	\$ 4,273,049.81	\$ 3,299,566.19	56%
Total Fund	\$ (91,638.00)	\$ (246,546.24)	\$ 703,623.86	\$ (795,261.86)	
Revenue Fund (200)					
Revenue					
Water	\$ 2,312,984.00	\$ 157,512.42	\$ 1,105,567.48	\$ 1,207,416.52	48%
Sewer	\$ 1,503,368.00	\$ 122,413.17	\$ 864,287.84	\$ 639,080.16	57%
Miscellaneous	\$ 439,443.00	\$ (84,855.36)	\$ 136,864.65	\$ 302,578.35	31%
Total Revenues	\$ 4,255,795.00	\$ 195,070.23	\$ 2,106,719.97	\$ 2,149,075.03	50%
Expenditures					
Transfers/Debt Svc	\$ 1,726,802.00	\$ 155,323.83	\$ 623,844.81	\$ 1,102,957.19	36%
Water Service	\$ 1,194,147.00	\$ 67,210.72	\$ 431,200.48	\$ 762,946.52	36%
Wastewater Service	\$ 1,025,318.00	\$ 41,300.88	\$ 406,453.26	\$ 618,864.74	40%
Total Expenditures	\$ 3,946,267.00	\$ 263,835.43	\$ 1,461,498.55	\$ 2,484,768.45	37%
Total Fund	\$ 309,528.00	\$ (68,765.20)	\$ 645,221.42	\$ (335,693.42)	

Finance

Fiscal Year 2013-2014 Period Ending 04/2014

Capital Projects Report

Fund	Department	Project	Budget	Expenses	Balance
Enterprise	Water	Equipment	\$ 56,500.00	\$ 20,187.63	\$ 36,312.37
Enterprise	Wastewater	BFC Lift Station	\$ 3,000,000.00	\$ 306,282.44	\$ 2,693,717.56
Enterprise	Drainage	Matthews Interceptor/Kingsbury bypass	\$ 3,000,000.00	\$ 688,739.54	\$ 2,311,260.46
General	Administration	Utility Billing Office Remodel	\$ 6,085.00	\$ 4,810.00	\$ 1,275.00
General	Fire	Building Remodel	\$ 25,000.00	\$ 4,000.00	\$ 21,000.00
General	Fire	Equipment	\$ 17,300.00	\$ 8,951.81	\$ 8,348.19
General	Animal Svcs	Building Improvements	\$ 21,094.00	\$ -	\$ 21,094.00
CCPD	Police	Building Improvements	\$ 40,000.00	\$ 19,671.38	\$ 20,328.62
CCPD	Police	Equipment	\$ 74,976.00	\$ 67,077.64	\$ 7,898.36
CCPD	Police	Vehicles	\$ 39,268.00	\$ 12,083.00	\$ 27,185.00
PPFCO	Various	Equipment	\$ 227,000.00	\$ 33,333.86	\$ 193,666.14
Total			\$ 6,507,223.00	\$ 1,165,137.30	\$ 5,342,085.70

City of Richland Hills

Fiscal Year 2013-2014

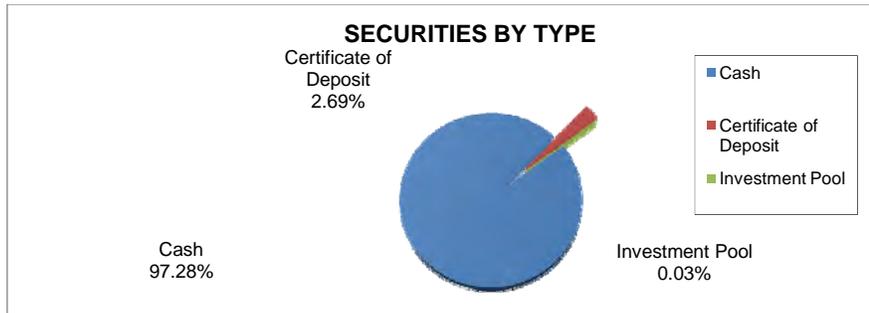
Treasury Investment Report

April 30, 2014

**Investment Report
City of Richland Hills, Texas
April 30, 2014**

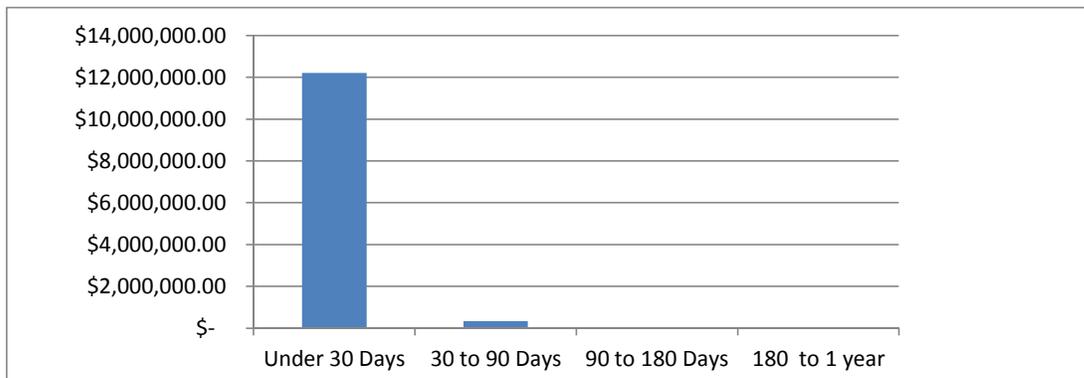
Safety - Securities by Type

Security Type	Book Value	Percent
Cash	\$ 12,210,663.65	97.28%
Certificate of Deposit	\$ 337,531.10	2.69%
Investment Pool	\$ 3,618.63	0.03%
Total	\$ 12,551,813.38	100.00%



Liquidity - Securities by Maturity Date

	Book Value	Percent
Under 30 Days	\$ 12,214,282.28	97.31%
30 to 90 Days	\$ 337,531.10	2.69%
90 to 180 Days	\$ -	0.00%
180 to 1 year	\$ -	0.00%
Total	\$ 12,551,813.38	100.00%



**Investment Report
City of Richland Hills, Texas
April 30, 2014**

Weighted Average Days to Maturity

Portfolio	Current Month
General	67
Revenue	87
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Total Average Maturity Days	77

**Investment Report
City of Richland Hills, Texas
April 30, 2014**

PURCHASES

Description	Fund	Purchase Date	Maturity Date	Yield	Par Value	Principal Invested
Texpool					\$ -	\$ -
Total Purchases	4/30/2014				<u>\$ -</u>	<u>\$ -</u>

SALES

Description	Fund	Purchase Date	Maturity Date	Yield	Par Value	Principal Invested
Total Sales	4/30/2014				<u>\$ -</u>	<u>\$ -</u>

Investment Report
City of Richland Hills, Texas
April 30, 2014

RECONCILIATION

	Par Value	Purchase Value
Prior Month Ending Balance	\$ 13,304,117	\$ 13,304,116.58
Current Month Purchases	\$ -	\$ -
Current Month Sales	\$ -	\$ -
Change	<u>\$ (752,303)</u>	<u>\$ (752,303.20)</u>
Total	<u>\$ 12,551,813</u>	<u>\$ 12,551,813.38</u>

This report is in full compliance with the investment policy and strategy as established for the Investment Portfolio and the Public Funds Investment Act (Chapter 2256.023)

Director of Finance

**Investment Report
City of Richland Hills, Texas
April 30, 2014**

Inventory/Holdings

Description	Purchase Date	Maturity Date	Yield	Par Value	Principal Invested	Beginning Book Value	Beginning Market Value	Ending Book Value	Ending Market Value
General Fund Portfolio									
CD	01-26-35	07-07-14	0.050%	\$ 162,531	\$ 162,531.10	\$ 162,531.10	\$ 162,531.10	\$ 162,531.10	\$ 162,531.10
Texpool	04-30-14	04-30-14		\$ 2,194	\$ 2,193.90	\$ 2,193.90	\$ 2,193.90	\$ 2,193.90	\$ 2,193.90
Total General Portfolio				\$ 164,725	\$ 164,725.00				
Revenue Fund Portfolio									
CD	01-27-14	07-27-14	0.050%	\$ 175,000	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00
Texpool	04-30-14	04-30-14		\$ 1,275	\$ 1,274.63	\$ 1,274.63	\$ 1,274.60	\$ 1,274.63	\$ 1,274.63
Total Revenue Fund Portfolio				\$ 176,275	\$ 176,274.63	\$ 176,274.63	\$ 176,274.60	\$ 176,274.63	\$ 176,274.63
Drainage Utility Fund Portfolio									
Texpool	04-30-14	04-30-14		\$ 150	\$ 150.10	\$ 150.10	\$ 150.10	\$ 150.10	\$ 150.10
Total Drainage Utility Fund Portfolio				\$ 150	\$ 150.10				
Depository Bank									
Cash Depository Bank				\$ 12,210,663.65					
Total Depository Bank				\$ 12,210,663.65					
Total Portfolio (All Funds)				\$ 12,551,813.38	\$ 12,551,813.38	\$ 12,551,813.38	\$ 12,551,813.35	\$ 12,551,813.38	\$ 12,551,813.38

Bank Account Balances

001 General Fund	\$ 242,184.54
002 Revenue Account	\$ 2,292,630.69
006 Law Enforcement Fund	\$ 4,968.50
007 Parks and Beautification Fund	\$ 26,867.71
010 2001 Cert of Obliga I&S	\$ 1,006.41
012 Oil & Gas Lease Project Fund	\$ 256,570.05
051 Utility Systems Rev Bonds, Reserve	\$ 37,462.29
022 Drainage Utility Fund	\$ 1,658,568.77
024 Municipal Court Building Security	\$ 1,125.30
025 Road and Street Improvement Fund	\$ 167,971.72
026 Richland Hills Development Corp	\$ 393,583.74
065 Crime Control District	\$ 412,273.68
071 2007 Revenue Bonds I&S	\$ 437.97
072 2007 Revenue Bonds Construction	\$ 374.04
076 2007 PPFCO I&S	\$ 160,073.46
077 Hotel Occupancy Tax	\$ 179,592.52
084 Drainage I&S	\$ 8,198.87
86 PPFCO Acquisitions	\$ 24,760.46
87 2011 PPFCO I&S	\$ 109,244.72
88 Ent Improvement Project Fund	\$ 676,688.83
91 2012 PPFCO ACQ	\$ 161,588.43
92 2011 CO I&S	\$ 251,256.29
93 2012 PPFCO I&S Fund	\$ 97,216.10
94 2013 CO Construction Fund	\$ 5,025,448.37
95 2013 CO I&S Fund	\$ 20,570.19
	\$ 12,210,663.65

Description	4/30/2014
001 General Fund	\$ 242,184.54
002 Revenue Account	\$ 2,292,630.69
006 Law Enforcement Fund	\$ 4,968.50
007 Parks and Beautification Fund	\$ 26,867.71
010 2001 Cert of Obliga I&S	\$ 1,006.41
012 Oil & Gas Lease Project Fund	\$ 256,570.05
051 Utility Systems Rev Bonds, Reserve	\$ 37,462.29
022 Drainage Utility Fund	\$ 1,658,568.77
024 Municipal Court Building Security	\$ 1,125.30
025 Road and Street Improvement Fund	\$ 167,971.72
026 Richland Hills Development Corp	\$ 393,583.74
065 Crime Control District	\$ 412,273.68
071 2007 Revenue Bonds I&S	\$ 437.97
072 2007 Revenue Bonds Construction	\$ 374.04
076 2007 PPFCO I&S	\$ 160,073.46
077 Hotel Occupancy Tax	\$ 179,592.52
084 Drainage I&S	\$ 8,198.87
86 PPFCO Acquisitions	\$ 24,760.46
87 2011 PPFCO I&S	\$ 109,244.72
88 Ent Improvement Project Fund	\$ 676,688.83
91 2012 PPFCO ACQ	\$ 161,588.43
92 2011 CO I&S	\$ 251,256.29
93 2012 PPFCO I&S Fund	\$ 97,216.10
94 2013 CO Construction Fund	\$ 5,025,448.37
95 2013 CO I&S Fund	\$ 20,570.19
	\$ 12,210,663.65

Code Enforcement

Violations				
	Notices Issued	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations	88*	88	0	**3
Building Violations	2	2	0	0
Zoning Issues	0		0	0

Vacant Buildings Summary	
Known Vacant Buildings	135
Registered Vacant Buildings	5

Code Officer Activity	
Hours Patrolling	75
Notices to Vacate	0
Actual Vacates	0
Multi-Family Inspections	0

*Notices issued do not reflect “stop and knock”, phone communications, and verbal notices of violations on site.

** These properties are currently in our annual mowing cycle.

Planning & Community Development

Department Narrative of Significant Actions, Results, and Pending Items:

- Permits and Registrations – YTD Contractors, 63 Plumbers registered that were Exempt from fees (-6,300.00)
- Other Permits – (Driveway Approach, ROW, Signs, Clean/Show, Ordinance Inspections)

Permits and Registrations				
	Monthly Total	YTD Total	Monthly Revenues	YTD Revenues
Building Permits	40	248	\$6,216.50	\$57,649.80
Other Permits	5	34	\$240.00	\$2,631.00
Garage Sale Permits	28	139	\$224.00	\$1,112.00
Contractor Registrations	23	121	\$1,100.00	\$5,800.00
Total Fees Collected			\$7,780.50	\$67,192.80

Bureau Veritas Inspections		
	Passed	Failed
Building Inspections	67	12
Other Inspections	5	

Certificate of Occupancy		
	Applied	Issued
Commercial	6	3
Residential	8	2
C.O. Fees Collected		\$1,500.00

Fees Paid		
	Month	YTD
Bureau Veritas	\$6,833.81	\$40,962.81
Freese Nichols (On Call Planning)		