

**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:** August 18<sup>th</sup>, 2015  
**Subject:** Bond Referendum

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### **City Council Action Requested:**

Consider election calling a bond election for the Community Activities Center

### **Background Information:**

As has been discussed at previous council meetings, the City Council has indicated a desire to call a bond election in November for the Community Activities Center Project. The attached ordinance accomplishes that objective.

The ordinance has one major provision that is worth noting. The maximum term allowable in the ordinance is 40 years. We have previously discussed a 30 year term. A 30 year term is still the preferred option, and a 40 year term is not anticipated. However, in the event interest rates change drastically and council decides to extend the bond a year or two beyond the 30 years, it provides the flexibility to do that.

### **Board/Citizen Input:**

N/A

### **Financial Impact:**

N/A

### **Staff Contacts:**

Eric Strong, City Manager  
817-616-3806  
[estrong@richlandhills.com](mailto:estrong@richlandhills.com)

**Attachments:**

Ordinance Calling Bond Election

Election Ordinance Certificate

ORDINANCE NO. 2015-\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, CALLING AN ELECTION TO BE HELD ON NOVEMBER 3, 2015, WITHIN SAID CITY ON THE QUESTION OF THE ISSUANCE OF \$8,900,000 IN AD VALOREM TAX SUPPORTED PUBLIC SECURITIES FOR CAPITAL IMPROVEMENTS AND PARKS, AND LEVYING THE TAX IN PAYMENT THEREOF; MAKING PROVISION FOR THE CONDUCT OF THE ELECTION; AND CONTAINING OTHER PROVISIONS INCIDENTAL THERETO; AND DECLARING AN EFFECTIVE DATE.**

WHEREAS, the City Council (the "City Council") of the City of Richland Hills, Texas (the "City") finds and determines that an election should forthwith be called and held in the City for the purpose of submitting propositions for the issuance of ad valorem tax supported public securities for the purposes herein set forth; and

WHEREAS, it is provided in Section 3.004 of the Texas Election Code (the "Code") that the governing body of the City shall order elections pertaining to municipal affairs, give notice and appoint election officers to hold the election; NOW THEREFORE,

THE COUNCIL OF THE CITY OF RICHLAND HILLS HEREBY ORDAINS:

SECTION 1. The statements contained in the preamble to this ordinance are hereby adopted as findings of fact and as a part of the operative provisions hereof.

SECTION 2. An election shall be held between the hours of 7:00 A.M. and 7:00 P.M. on November 3, 2015 in the City, for the purpose of submitting to the voters of the City ballot propositions that authorize the issuance of public securities supported by ad valorem taxes, at the polling places designated by the Tarrant County Elections Administrator (the "Elections Administrator") in accordance with the provisions of a joint election agreement and contract for election services with the Elections Administrator (the "Election Services Agreement"), which the City Manager or the Assistant to the City Manager is hereby authorized to execute in the name of the City. The locations of such polling places are set forth in Exhibit A attached hereto. Exhibit A shall be modified to include additional or different election day polling places designated by the Elections Administrator and to conform to the Election Services Agreement.

SECTION 3. Early voting shall be conducted by personal appearance at the locations, dates and times set forth in Exhibit B attached hereto and during the period early voting is required or permitted by law, being October 19, 2015 through October 30, 2015. Exhibit B shall be modified to include additional or different early voting locations designated by the Elections Administrator and to conform to the Election Services Agreement.

SECTION 4. Eligible voters who live in the City may vote on election day and during the early voting period at any voting center shown in Exhibits "A" and "B", respectively.

SECTION 5. The Tarrant County Elections Administrator shall serve as the early voting clerk in accordance with the terms of an Election Services Agreement. The main Early Voting polling location for the election for residents of the City shall be at the following address:

Richland Hills Community Center  
3204 Diana Drive  
Richland Hills, Texas 76118

Applications for early voting by mail must be received no later than the close of regular business or 12 noon, whichever is later, on October 23, 2015. Applications for early voting by mail must be submitted to the following address:

Early Voting Clerk  
Tarrant County Elections Administrator  
PO Box 961011  
Fort Worth, Texas 76161-0011

SECTION 6. All resident, qualified electors of said City shall be entitled to vote at said election.

SECTION 7. At said election the following PROPOSITIONS shall be submitted in accordance with law:

PROPOSITION NO. 1

Shall the City Council of the City of Richland Hills be authorized to issue public securities of said City, in one or more series or issues, in the aggregate principal amount of \$8,900,000, with the public securities of each such series or issue, respectively, to mature serially within not to exceed forty years from their date, and to be sold at such prices and bear interest at such rates, not to exceed the maximum rates permitted by law at the respective times of issuance, as shall be determined within the discretion of the City Council, for the purpose of designing, constructing, and equipping a recreation and community activity center, and an outdoor green/park space surrounding the recreation and community activity center, including improvement of land, as necessary, to support these improvements; improvements related to the foregoing; and shall said City Council be authorized to levy and cause to be assessed and collected annual ad valorem taxes in an amount sufficient to pay the annual interest on said public securities and provide a sinking fund to pay said public securities at maturity?

SECTION 8. The official ballots for said election shall be prepared in accordance with the Code so as to permit the electors to vote "FOR" or "AGAINST" the aforesaid PROPOSITION, with the ballots to contain such provisions, markings and language as required by law, and with such PROPOSITION to be expressed substantially as follows:



- (c) The Bond Election Ordinance, in both English and Spanish, and the Notice of Election, in both English and Spanish, shall be prominently posted during the 21 days before the election on the City's Internet website; and
- (d) The Bond Election Ordinance, in both English and Spanish, shall be posted on election day and during early voting by personal appearance, in a prominent location at each polling place.

SECTION 14. In all respects, said election shall be conducted in accordance with the Texas Election Code and any other applicable laws. The City Secretary is authorized to perform every act required by the City Charter, the laws of the State of Texas and all other applicable laws for holding elections.

SECTION 15. In accordance with the provisions of Section 3.009(b) of the Code, it is hereby found and determined that:

- (a) The proposition language that will appear on the ballot is set forth in Section 8 hereof.
- (b) The purpose for which the bonds are to be authorized is set forth in Section 7 hereof.
- (c) The principal amount of the bonds to be authorized is set forth in Sections 7 and 8 hereof.
- (d) As set forth in Sections 7 and 8 hereof, if the bonds are approved by the voters, the City Council will be authorized to levy annual ad valorem taxes on all taxable property in the City, within the limits prescribed by law, sufficient to pay the annual principal of and interest on the bonds and provide a sinking fund to pay the bonds at maturity.
- (e) Based upon the bond market conditions at the date of adoption of this Ordinance, the maximum interest rate for any series of the bonds is estimated to be 4.0% as calculated in accordance with applicable law. Such estimate is based on advice received from the City's financial advisor, which advice takes into account a number of factors, including the issuance schedule, maturity schedule and the expected bond ratings of the proposed bonds. Such estimated maximum interest rate is provided as a matter of information, but is not a limitation on the interest rate at which the bonds, or any series thereof, may be sold.
- (f) As set forth in Section 7 hereof, if the bonds are approved, they may be issued in one or more series, to mature serially, over a period not to exceed 40 years from their date.
- (g) The aggregate amount of the outstanding principal of the City's debt obligations which are secured by ad valorem taxes as of the beginning of the City's 2014-15 fiscal year is \$13,581,000.
- (h) The aggregate amount of the outstanding interest of the City's debt obligations which are secured by ad valorem taxes as of the beginning of the City's 2014-15 fiscal year is \$4,137,158.
- (i) The ad valorem debt service tax rate for the City for the 2014-15 fiscal year is \$0.0590 per \$100 of taxable assessed valuation.

SECTION 16. The City Manager or the designee of the City Manager are hereby authorized to correct, modify or change the information in the attached Exhibits based upon the final locations, dates and times agreed upon by the Elections Administrator and the City as well as incorporate additional or different voting locations as designated by the Elections Administrator.

SECTION 17. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

SECTION 18. This ordinance shall become effective immediately upon its passage and approval.

[EXECUTION PAGE FOLLOWS]

PASSED, APPROVED AND EFFECTIVE this the 18th day of August, 2015.

\_\_\_\_\_  
MAYOR, CITY OF RICHLAND HILLS

ATTEST:

\_\_\_\_\_  
CITY SECRETARY, CITY OF RICHLAND HILLS

EXHIBIT A

**ELECTION DAY POLLING PLACES**

**City of Richland Hills November 3, 2015 Election – 3 sites total (as of 8/6/15)**

| <b>Precincts at Site</b>  | <b>Election Day Polling Location</b>   |
|---------------------------|--|
| 1199<br>Key Precinct 1277 | The Potter's House Youth Center<br>1238 Woodhaven Boulevard<br>Fort Worth, Texas 76112 |
| 3131                      | Richland Middle School<br>7400 Hovenkamp Avenue<br>Richland Hills, Texas 76118         |
| 3164, 3406, 4620          | Richland Hills Community Center<br>3204 Diana Drive<br>Richland Hills, Texas 76118     |

DRAFT

EXHIBIT B

**EARLY VOTING SITES AND HOURS**

**DRAFT**  
**TARRANT COUNTY EARLY VOTING**  
*(VOTACIÓN ADELANTADA DEL CONDADO DE TARRANT)*  
**NOVEMBER 3, 2015**  
*(3 DE NOVIEMBRE DE 2015)*  
**JOINT GENERAL AND SPECIAL ELECTIONS**  
*(ELECCIONES GENERALES CONJUNTAS Y ESPECIALES)*

**EARLY VOTING BY PERSONAL APPEARANCE DAYS AND HOURS**  
*(DÍAS Y HORAS DE VOTACIÓN TEMPRANO POR APARICIÓN PERSONAL)*

|                                    |   |                        |
|------------------------------------|---|------------------------|
| October ( <i>Octubre</i> ) 19 – 23 | Monday – Friday ( <i>Lunes – Viernes</i> )      | 8:00 a.m. – 5:00 p.m.  |
| October ( <i>Octubre</i> ) 24      | Saturday ( <i>Sábado</i> )                      | 7:00 a.m. – 7:00 p.m.  |
| October ( <i>Octubre</i> ) 25      | Sunday ( <i>Domingo</i> )                       | 11:00 a.m. – 4:00 p.m. |
| October ( <i>Octubre</i> ) 26 – 28 | Monday – Wednesday ( <i>Lunes – Miércoles</i> ) | 8:00 a.m. – 5:00 p.m.  |
| October ( <i>Octubre</i> ) 29 – 30 | Thursday – Friday ( <i>Jueves – Viernes</i> )   | 7:00 a.m. – 7:00 p.m.  |

|    | <b>Location</b><br><i>(Ubicación)</i>  | <b>Address</b><br><i>(Dirección)</i>  | <b>City</b><br><i>(Ciudad)</i> | <b>Zip Code</b><br><i>(Código postal)</i> |
|----|--|---|--------------------------------|---|
| 1  | Bob Duncan Center  | 2800 S Center Street  | Arlington                      | 76014                                     |
| 2  | Elzie Odom Athletic Center   | 1601 NE Green Oaks Boulevard  | Arlington                      | 76006                                     |
| 3  | Center for Community Service<br>Junior League of Arlington   | 4002 W Pioneer Parkway  | Arlington                      | 76013                                     |
| 4  | South Service Center   | 1100 SW Green Oaks Boulevard  | Arlington                      | 76017                                     |
| 5  | Tarrant County Sub-Courthouse in Arlington   | 700 E Abram Street  | Arlington                      | 76010                                     |
| 6  | Tarrant County College Southeast Campus<br><i>EMB - C Portable Building</i>  | 2100 Southeast Parkway  | Arlington                      | 76018                                     |
| 7  | B J Clark Annex<br><i>Room 4</i>   | 603 Southeast Parkway   | Azle                           | 76020                                     |
| 8  | Bedford Public Library   | 2424 Forest Ridge Drive   | Bedford                        | 76021                                     |
| 9  | Benbrook Community Center  | 228 San Angelo Avenue   | Benbrook                       | 76126                                     |
| 10 | Colleyville City Hall  | 100 Main Street   | Colleyville                    | 76034                                     |
| 11 | Crowley Community Center   | 900 E Glendale Street   | Crowley                        | 76036                                     |
| 12 | Eules Public Library   | 201 N Ector Drive   | Eules                          | 76039                                     |
| 13 | Forest Hill Civic and Convention Center  | 6901 Wichita Street   | Forest Hill                    | 76140                                     |
| 14 | All Saints Catholic Church Parish Hall   | 200 NW 20 <sup>th</sup> Street  | Fort Worth                     | 76164                                     |
| 15 | Diamond Hill/Jarvis Library  | 1300 NE 35 <sup>th</sup> Street   | Fort Worth                     | 76106                                     |
| 16 | Griffin Sub-Courthouse   | 3212 Miller Avenue  | Fort Worth                     | 76119                                     |
| 17 | Handley-Meadowbrook Community Center   | 6201 Beaty Street   | Fort Worth                     | 76112                                     |
| 18 | James Avenue Service Center  | 5001 James Avenue   | Fort Worth                     | 76115                                     |
| 19 | JPS Health Center Viola M. Pitts/Como<br><i>Lower Level – Suite 100</i>  | 4701 Bryant Irvin Road N  | Fort Worth                     | 76107                                     |
| 20 | Southside Community Center   | 959 E Rosedale Street   | Fort Worth                     | 76104                                     |
| 21 | Southwest Sub-Courthouse   | 6551 Granbury Road  | Fort Worth                     | 76133                                     |
| 22 | Summertown Branch Library  | 4205 Basswood Boulevard   | Fort Worth                     | 76137                                     |
| 23 | Tarrant County Election Center<br><i>Main Early Voting Site</i><br><i>(Principal sitio de votación adelantada)</i> | 2700 Premier Street   | Fort Worth                     | 76111                                     |
| 24 | Tarrant County Plaza Building  | 201 Burnett Street  | Fort Worth                     | 76102                                     |
| 25 | Villages of Woodland Springs<br><i>Amenity Center</i>  | 12209 Timberland Boulevard  | Fort Worth                     | 76244                                     |
| 26 | Worth Heights Community Center   | 3551 New York Avenue  | Fort Worth                     | 76110                                     |
| 27 | Asia Times Square  | 2615 W Pioneer Parkway<br>(Corner Pioneer Pkwy and Great<br>Southwest Pkwy) | Grand Prairie                  | 75051                                     |
| 28 | Lake Park Operations Center  | 5610 Lake Ridge Parkway   | Grand Prairie                  | 75052                                     |
| 29 | The REC of Grapevine   | 1175 Municipal Way  | Grapevine                      | 76051                                     |
| 30 | Haltom City Northeast Center   | 3201 Friendly Lane  | Haltom City                    | 76117                                     |

**DRAFT**  
**TARRANT COUNTY EARLY VOTING**  
*(VOTACIÓN ADELANTADA DEL CONDADO DE TARRANT)*  
**NOVEMBER 3, 2015**  
*(3 DE NOVIEMBRE DE 2015)*  
**JOINT GENERAL AND SPECIAL ELECTIONS**  
*(ELECCIONES GENERALES CONJUNTAS Y ESPECIALES)*

**List of Early Voting locations continued**  
*(Lista de casetas de votación adelantada continuó)*

|    | <b>Location</b><br><i>(Ubicación)</i>  | <b>Address</b><br><i>(Dirección)</i> | <b>City</b><br><i>(Ciudad)</i> | <b>Zip Code</b><br><i>(Código postal)</i> |
|----|--|--------------------------------------|--------------------------------|---|
| 31 | Hurst Recreation Center  | 700 Mary Drive                       | Hurst                          | 76053                                     |
| 32 | Northeast Sub-Courthouse<br><i>Community Room</i>                              | 645 Grapevine Highway                | Hurst                          | 76054                                     |
| 33 | Keller Town Hall   | 1100 Bear Creek Parkway              | Keller                         | 76248                                     |
| 34 | Kennedale Community Center   | 316 W 3rd Street                     | Kennedale                      | 76060                                     |
| 35 | Sheriff's Office North Patrol Division   | 6651 Lake Worth Boulevard            | Lake Worth                     | 76135                                     |
| 36 | Mansfield Sub-Courthouse   | 1100 E Broad Street                  | Mansfield                      | 76063                                     |
| 37 | Dan Echols Center  | 6801 Glenview Drive                  | N Richland Hills               | 76180                                     |
| 38 | Richland Hills Community Center  | 3204 Diana Drive                     | Richland Hills                 | 76118                                     |
| 39 | Eagle Mountain-Saginaw ISD Administration<br><i>Building 6 – Training Room</i> | 1200 Old Decatur Road                | Saginaw                        | 76179                                     |
| 40 | Southlake Town Hall  | 1400 Main Street                     | Southlake                      | 76092                                     |
| 41 | White Settlement Public Library  | 8215 White Settlement Road           | White Settlement               | 76108                                     |

Application for a Ballot by Mail may be downloaded from our website: [www.tarrantcounty.com/elections](http://www.tarrantcounty.com/elections)  
*(Solicitud para Boleta por Correo se puede descargar de nuestro sitio web): [www.tarrantcounty.com/elections](http://www.tarrantcounty.com/elections)*

Information by phone: Tarrant County Elections Administration, 817-831-8683  
*(Información por teléfono): (Administración de Elecciones del Condado de Tarrant 817-831-8683)*

Applications for a Ballot by Mail may be submitted between September 1, 2015 and October 23, 2015 by mail, fax or email to:  
*(Solicitudes para una Boleta por Correo pueden ser sometidas entre el 1 de Septiembre de 2015 y 23 de Octubre de 2015 por correo, fax o email a):*

Early Voting Clerk *(Secretario De Votación Adelantada)*  
PO Box 961011  
Fort Worth TX 76161-0011

**Fax:** 817-831-6118  
**Email:** [www.votebymail@tarrantcounty.com](mailto:www.votebymail@tarrantcounty.com)



4. That the Mayor of said City has approved and hereby approves the aforesaid Ordinance; that the Mayor and the City Secretary of said City have duly signed said Ordinance; and that the Mayor and the City Secretary of said City hereby declare that their signing of this Certificate shall constitute the signing of the attached and following copy of said Ordinance for all purposes.

SIGNED AND SEALED the 18th day of August, 2015.

\_\_\_\_\_  
City Secretary

\_\_\_\_\_  
Mayor

(SEAL)