

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: January 5, 2015
Subject: November Monthly Reports

Council Action Requested:

No action requested – Discussion only

Background Information:

Attached are the monthly Departmental Reports. 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: Dept. Monthly Reports for November 2015

Richland Hills Public Library



Turkey Tea Party

Library		
	November 2015	YTD Total
Patron Visits	4,045	8,817
New Library Cards	31	49
Items Checked Out	3,158	6,630
In-House Materials Used	103	302
Reference Questions Answered	102	275
Items borrowed from MetrOPAC	211	465
Items loaned to MetrOPAC	532	1,241
Hours of Public Computer Usage	590	1515
Number of Public Computer Sessions	610	1259
Number of PC Assistance Given by Staff	107	286
Wireless Usage Hours	38	63
Program attendance for Children	97	249
Program attendance for Adults	16	47
New Materials Processed	86	161

Revenues		
	November 2015	YTD Total
Library Fines, Fees and Prints	289.40	466.75
Donations	50.00	50.00

Municipal Court

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

None at this time.

Citation Summary		
	Current Month	YTD Total
Violations Filed	314	675
Completed –Paid Fine	2	7
Completed – Before Judge	149	351
Completed – Other	131	1548
Warrants Issued	152	317
Warrants Cleared	148	315
Total Number Outstanding Warrants	110	205
Total Value of Outstanding Warrants	\$41,775.22	\$78,587.78
Total Fees Collected	\$57,060.20	\$125,892.48

City Marshal Activity Report

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

None at this time

Citation Summary		
	Current Month	YTD Total
Warrant Service	37	55
Arrests	4	10
Bank detail	16	36
Traffic Stops	0	0
Total number of warrants cleared	148	315
Total amount of warrants cleared	\$22,862.22	\$45,516.37
Insurance verifications	8	12
Vehicles inspected	0	0
Bailiff hours	6	10
Training	0	0
Summons/subpoenas served	6	9
Prisoner transfers	4	7
Total hours for prisoner transfers	8	14
Total miles driven for prisoner trsfs.	196	373
Warrants Time Served	41	113

Fire

- Kevin Casey has finished the testing process for Fire Captain in the top spot. His promotion took effect on November 10th. He will now be the shift supervisor on A shift.
- Personnel have installed lights in all bedrooms that activate when our radios are toned by dispatch. This addition not only alerts firefighters to an emergency, but it illuminates their bedroom and provides a level of safety as they awake.
- Battalion Chief Richard Berkobien has announced his resignation, effective December 23rd. Chief Berkobien has accepted the Fire Chief position in Sunnyvale, TX. Richard served the City of Richland hills for more than 15 years.
- We will conduct a hiring process in early January to replace Chief Berkobien's shift spot. A promotion will be upcoming as well.
- Firefighter Jonathan Washington was hired to replace Capt. Casey's firefighter position. FF Washington will start in early December.
- The new CAD system along with new in-vehicle tablets are up and running. Crews are becoming more familiar with the new system and its features are proving to be very useful to field personnel and administrators.
- We will continue to update the RHFD website on a regular basis to keep citizens informed on fire safety topics.
- Capt. Kevin Casey will begin printing new employee ID cards after the first of the year.
- Personnel will be installing an Automatic External Defibrillator (AED) in the library in mid-January. Along with this installation, all Library employees will be trained in CPR and AED use.
- Staff has received word that the new SCBA compressor system which is used to fill breathing air bottles will be delivered in early January. This system was funded using an Assistance to Firefighters grant from FEMA.

	Current Month	YTD Total
Fire Calls	6	94
EMS/Major Accidents/ Rescues	79	981
Hazardous Conditions – No Fire	3	88
Public Assistance	23	227
Good Intent (No Service Rendered)	15	119
False Alarm	11	83
Severe Weather & Natural Disaster	1	2
Total Calls	138	1,594

Automatic / Mutual Aid		
	Current Month	YTD Total
Haltom City		
Aid Received	2	22
Aid Given	3	54
Hurst		
Aid Received	2	20
Aid Given	4	39
NRH		
Aid Received	14	103
Aid Given	5	73
Other Departments		
Aid Received	0	8
Aid Given	1	1

Planning & Community Development

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

- Permits and Registrations – MONTHLY Contractors, 7 Plumbers registered that were exempt from fees (-700.00) YTD - 46 Plumbers registered that were exempt from fees (-4,600.00)
- Other Permits – (Driveway Approach, ROW, Signs, Clean/Show, Ordinance Inspections)

Permits and Registrations				
	Monthly Total	YTD Total	Monthly Revenues	YTD Revenues
Building Permits	19	301	\$4,391.11	\$68,520.93
Other Permits	33	263	\$4,529.36	\$17,167.55
Garage Sale Permits	23	313	\$184.00	\$2,304.00
Contractor Registrations	22	173	\$2200.00	\$15,837.98
Total Fees Collected			\$7,982.53	\$96,366.99

Bureau Veritas Inspections		
	Passed	Failed
Building Inspections	1	3
Other Inspections	0	4

City Inspections		
	Passed	Failed
Building Inspections	9	5
Other Inspections	14	16

Certificate of Occupancy		
	Applied	Issued
Commercial	8	3
Residential	12	1
CO Fees Collected		\$1900.00

Fees Paid		
	Month	YTD
Professional Services	\$0	\$20,422.39
Engineering/Consulting	\$2328.24	\$36,979.86

ANIMAL CONTROL MONTHLY REPORT
NOVEMBER 2015

January 5, 2015
7C - 8

	Previous YTD	CURRENT MONTH	YEAR TO DATE
TOTAL IN SHELTER BEGINNING OF MONTH	NOVEMBER	26	
IMPOUNDED ANIMAL:			
Dogs	21	26	47
Cats	16	19	35
Livestock	0	0	0
Wildlife	0	1	1
TOTAL IMPOUNDED	37	46	83
BITE REPORTS	0	0	0
WARNINGS	23	17	40
CITATIONS	1	2	3
INCIDENT REPORTS	0	0	0
CITY LICENSES ISSUED	12	14	26
DEAD ANIMAL REMOVAL	8	12	20
MEET WITH CITIZEN	15	12	27
NUISANCE	58	36	94
DISPOSITIONS			0
Returned to Yard	13	12	25
Return to Wild	5	3	8
Return to Owner	9	11	20
Euthanized	0	1	1
Rescued	4	2	6
Adopted	33	20	53
Other/deceased	2	0	2
Fostered	0	1	1
Total Dispositions	48	35	83
TOTAL IN HOUSE - END OF MONTH		37	37
DEPOSIT TOTALS	\$561.50	\$554.00	\$1,115.50
TOTAL VOLUNTEER HOURS	318.5		

ANIMAL CONTROL MONTHLY REPORT
NOVEMBER 2015

January 5, 2015
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MONTH:	NOVEMBER	2015						
OFFICER:	FISK		ID:	240		VEHICLE:	Chevy	
DAYS WORKED:	21.5							
	Vacation:	1	School:	0	Holiday:	2.5	Sick:	1
Begin Odometer:	9375		Ending Odometer:	9825	TTL Mileage:			450
	Fuel:	1	Oil:	0				
TOTAL INCIDENTS								
	Radio:	33						
	Patrol:	18						
ANIMALS FORWARDED FROM PREVIOUS MONTH:				26				
TOTAL NUMBER IMPOUNDED ANIMAL:			46					
	Dogs	26						
	Cats	19						
	Livestock	0						
	Wildlife	1						
Police impounds:	0							
DISPOSITIONS								
	RTY	12						
	RTW	3						
	RTO	11						
	Euthanized	1						
	RESCUED	2						
	ADOPTED	20						
	FOSTERED	1						
	TTL Remaining		37					
INCIDENT TYPE								
	DA Pickup	12						
	Meet Citizen	12						
	Asst. Public	5						
	Mutual Aid	1						
	Live Traps	10						
	Nuisance	36						
	Other	0						
	UTL	6						
BITE REPORTS		0	ENFORCEMENT ACTIONS					
	Shelter Quarantine				Citations	2		
	Clinic Quarantine				Warnings	17		
	Austin Submission							
	Unable to Locate		INCIDENT REPORTS			0		
	OTHER							
			CITY LICENSE			14		

Public Works

NOV. 2015

Streets & Drainage		
	MONTH: NOV. 2015	FYTD
Street Repairs Hrs.	16	58
Potholes Repaired Hrs.	15	18
# Street Signs Replaced	3	8
Curb and Gutter Repair Hours	42	77
Hrs. Tree Trimming/Debris Haul Off	59	78
Drainage Ditches Cleaned-Hours	12	13
#Inlets Cleaned	3	6
Levee Maintenance Hours	6	44
# of After Hour Call Outs / Hrs.	1/6	7 / 47

Water		
	MONTH: NOV. 2015	FYTD
# Water Main Repairs	6	7
Main Break Repairs – Hours	69	84
Water Leaks Repairs	12	25
Valve/Hydrant Maintenance Hours	61	144
Meter Reading / City Work Orders Hours	185	369
Well/Pump Maintenance Hours	20	64
# of After Hours Call-outs / Hours	6/32	13 / 59

Wastewater		
	MONTH: NOV. 2015	FYTD
# Wastewater Main Repairs	6	12
Linear Feet of Wastewater Line Cleaned	1900	3902
Linear Feet of Wastewater Line Camera	400	780
# of After Hours Call Outs / Hours	3/16	11 /161

Parks		
	MONTH: NOV. 2015	FYTD
# Hours Spent Mowing	2	8
# Hours Spent Trimming Trees/Brush	8	18
Park Maintenance Hours	8	33
Miscellaneous Service Hours	181	361

Finance

Fiscal Year 2015-2016, Period Ending 11/2015

Revenue and Expense Summary

	Total Budget	Cur Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (100)					
Revenue					
Taxes	\$ 4,997,651.00	\$ 365,707.15	\$ 642,325.57	\$ 4,355,325.43	13%
Fines & Forfeitures	\$ 418,080.00	\$ 33,907.57	\$ 81,171.51	\$ 336,908.49	19%
Licenses & Permits	\$ 117,295.00	\$ 10,348.84	\$ 17,715.98	\$ 99,579.02	15%
Service Charges	\$ 212,700.00	\$ 4,306.83	\$ 8,357.24	\$ 204,342.76	4%
Miscellaneous	\$ 46,600.00	\$ 3,216.00	\$ 3,327.60	\$ 43,272.40	7%
Other Sources	\$ 559,996.00	\$ 46,666.33	\$ 93,332.66	\$ 466,663.34	17%
Total Revenues	\$ 6,352,322.00	\$ 464,152.72	\$ 846,230.56	\$ 5,506,091.44	13%
Expenditures					
Municipal Court Administration	\$ 221,885.00	\$ 18,840.14	\$ 43,861.20	\$ 178,023.80	20%
Police	\$ 745,430.00	\$ 51,127.58	\$ 109,935.53	\$ 635,494.47	15%
Fire	\$ 1,666,163.00	\$ 149,658.58	\$ 336,222.35	\$ 1,329,940.65	20%
Street	\$ 1,638,789.00	\$ 121,956.32	\$ 327,114.79	\$ 1,311,674.21	20%
Library	\$ 182,484.00	\$ 16,321.00	\$ 34,105.71	\$ 148,378.29	19%
Recreation	\$ 336,667.00	\$ 24,601.37	\$ 56,456.50	\$ 280,210.50	17%
Parks/Grounds	\$ 74,105.00	\$ 3,359.83	\$ 6,967.01	\$ 67,137.99	9%
Community Develop	\$ 40,000.00	\$ 6,154.29	\$ 13,404.62	\$ 26,595.38	34%
Animal Control	\$ 448,505.00	\$ 41,050.53	\$ 107,107.52	\$ 341,397.48	24%
Legislative	\$ 118,271.00	\$ 12,637.68	\$ 26,949.29	\$ 91,321.71	23%
Shared Services	\$ 339,558.00	\$ 9,174.19	\$ 29,585.31	\$ 309,972.69	9%
Transfers	\$ 431,014.00	\$ 26,963.04	\$ 74,200.15	\$ 356,813.85	17%
	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	0%
Total Expenditures	\$ 6,246,871.00	\$ 481,844.55	\$ 1,165,909.98	\$ 5,080,961.02	19%
Total Fund	\$ 105,451.00	\$ (17,691.83)	\$ (319,679.42)	\$ 425,130.42	
Revenue Fund (200)					
Revenue					
Water	\$ 2,200,914.00	\$ 161,953.30	\$ 374,057.73	\$ 1,826,856.27	17%
Sewer	\$ 1,482,141.00	\$ 120,702.66	\$ 244,025.76	\$ 1,238,115.24	16%
Miscellaneous	\$ 444,675.00	\$ 109,337.47	\$ 224,330.46	\$ 220,344.54	50%
Total Revenues	\$ 4,127,730.00	\$ 391,993.43	\$ 842,413.95	\$ 3,285,316.05	20%
Expenditures					
Shared Services	\$ 297,414.00	\$ 21,824.73	\$ 66,090.80	\$ 231,323.20	22%
Administration	\$ 612,030.00	\$ 40,914.22	\$ 93,906.31	\$ 518,123.69	15%
Legislative	\$ 89,558.00	\$ 4,123.75	\$ 10,965.62	\$ 78,592.38	12%
Transfers/Debt Service	\$ 1,192,786.00	\$ 33,749.67	\$ 67,499.34	\$ 1,125,286.66	6%
Water Service	\$ 1,048,717.00	\$ 189,522.06	\$ 224,892.43	\$ 823,824.57	21%
Wastewater Service	\$ 887,225.00	\$ 45,747.41	\$ 168,910.96	\$ 718,314.04	19%
Total Expenditures	\$ 4,127,730.00	\$ 335,881.84	\$ 632,265.46	\$ 3,495,464.54	15%
Total Fund	\$ -	\$ 56,111.59	\$ 210,148.49	\$ (210,148.49)	

Finance

Fiscal Year 2015-2016 Period Ending 11/2015

Capital Projects Report

Fund	Department	Project	Budget	Expenses	Balance
		Equipment			\$ -
Enterprise	Wastewater	BFC Lift Station		\$ 235,103.17	\$ (235,103.17)
Enterprise	Drainage	Matthews Interceptor/Kingsbury bypass		\$ 227,186.56	\$ (227,186.56)
General	Police	Equipment	\$ 31,745.00		\$ 31,745.00
General	Fire	Equipment	\$ 78,650.00	\$ 1,495.50	\$ 77,154.50
General	Fire	Building Improvements	\$ 2,900.00		\$ 2,900.00
General	Animal Services	Building Improvements	\$ 5,000.00		\$ 5,000.00
Road/Street	Street	Street Improvements		\$ 94,099.04	\$ (94,099.04)
Oil and Gas	Street	Street Improvements			\$ -
Traffic Safety	Police	Equipment			\$ -
CCPD	Police	Equipment	\$ 10,975.00		\$ 10,975.00
Total			\$ 129,270.00	\$ 557,884.27	\$ (428,614.27)

City of Richland Hills

Fiscal Year 2015-2016

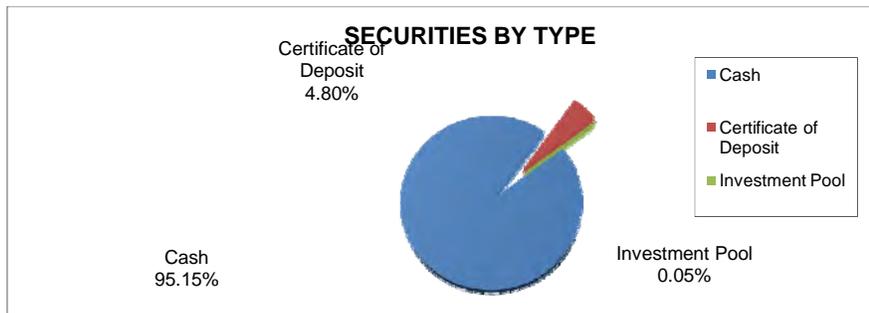
Treasury Investment Report

November 30, 2015

**Investment Report
City of Richland Hills, Texas
November 30, 2015**

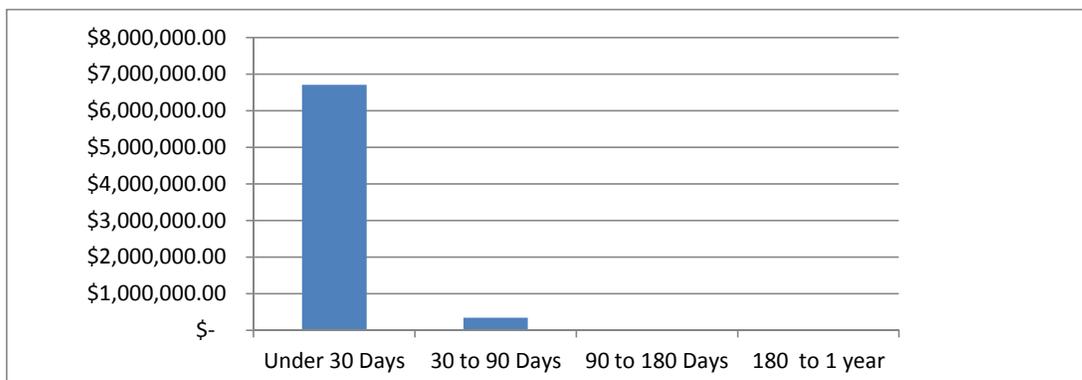
Safety - Securities by Type

Security Type	Book Value	Percent
Cash	\$ 6,699,527.22	95.15%
Certificate of Deposit	\$ 337,653.02	4.80%
Investment Pool	\$ 3,618.79	0.05%
Total	\$ 7,040,799.03	100.00%



Liquidity - Securities by Maturity Date

	Book Value	Percent
Under 30 Days	\$ 6,703,146.01	95.20%
30 to 90 Days	\$ 337,653.02	4.80%
90 to 180 Days	\$ -	0.00%
180 to 1 year	\$ -	0.00%
Total	\$ 7,040,799.03	100.00%



**Investment Report
City of Richland Hills, Texas
November 30, 2015**

Weighted Average Days to Maturity

Portfolio	Current Month
General Revenue	6 6
	<hr/>
Total Average Maturity Days	6

**Investment Report
City of Richland Hills, Texas
November 30, 2015**

RECONCILIATION

	Par Value	Purchase Value
Prior Month Ending Balance	\$ 7,543,824.41	\$ 7,543,824.41
Current Month Purchases		
Current Month Sales	\$ -	\$ -
Change	<u>\$ (503,025.38)</u>	<u>\$ (503,025.38)</u>
Total	<u>\$ 7,040,799</u>	<u>\$ 7,040,799.03</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
November 30, 2015**

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	07-07-15	01-07-16	0.050%	\$ 162,653	\$ 162,653.02	\$ 162,653.02	\$ 162,653.02	\$ 162,653.02	\$ 162,653.02
Texpool	11-30-15	11-30-15		\$ 2,194	\$ 2,194.06	\$ 2,194.06	\$ 2,194.06	\$ 2,194.06	\$ 2,194.06
Total General Portfolio				\$ 164,847	\$ 164,847.08				
Revenue Fund Portfolio									
CD	07-27-15	01-27-16	0.050%	\$ 175,000	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00
Texpool	11-30-15	11-30-15		\$ 1,275	\$ 1,274.63	\$ 1,274.63	\$ 1,274.63	\$ 1,274.63	\$ 1,274.63
Total Revenue Fund Portfolio				\$ 176,275	\$ 176,274.63				
Drainage Utility Fund Portfolio									
Texpool	11-30-15	11-30-15		\$ 150	\$ 150.10	\$ 150.10	\$ 150.10	\$ 150.10	\$ 150.10
Total Drainage Utility Fund Portfolio				\$ 150	\$ 150.10				
Depository Bank									
Cash Depository Bank				\$ 6,699,527.22	\$ 6,699,527.22	\$ 6,699,527.22	\$ 6,699,527.22	\$ 6,699,527.22	\$ 6,699,527.22
Total Depository Bank				\$ 6,699,527.22					
Total Portfolio (All Funds)				\$ 7,040,799.03					

Bank Account Balances

001 General Fund	\$ 924,876.77
002 Revenue Account	\$ 1,660,416.92
006 Law Enforcement Fund	\$ 710.38
007 Parks and Beautification Fund	\$ 21,830.32
010 2001 Cert of Obliga I&S	\$ 1,006.95
012 Oil & Gas Lease Project Fund	\$ 295,486.48
051 Utility Systems Rev Bonds, Reserve	\$ 37,474.73
022 Drainage Utility Fund	\$ 1,520,588.24
024 Municipal Court Building Security	\$ 1,125.97
025 Road and Street Improvement Fund	\$ 157,911.81
026 Richland Hills Development Corp	\$ 331,222.21
065 Crime Control District	\$ 324,196.82
071 2007 Revenue Bonds I&S	\$ 357.37
072 2007 Revenue Bonds Construction	\$ 374.24
076 2007 PPFco I&S	\$ 129,537.88
077 Hotel Occupancy Tax	\$ 159,298.94
084 Drainage I&S	\$ 8,058.55
86 PPFco Acquisitions	\$ 24,760.46
87 2011 PPFco I&S	\$ 34,359.36
88 Ent Improvement Project Fund	\$ 401,505.11
91 2012 PPFco ACQ	\$ 161,680.03
92 2011 CO I&S	\$ 25,256.58
93 2012 PPFco I&S Fund	\$ 42,494.00
94 2013 CO Construction Fund	\$ 428,796.04
95 2013 CO I&S Fund	\$ 6,201.06
	\$ 6,699,527.22

Police

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

The department held its 12th RadKids class in December and graduated 10 students from the class. Taught during the Fall ASPIRE (After School Program Inspiring and Reinforcing Education), this was a 15 week class meeting on Wednesdays at Jack C. Binion Elementary from August-December.

An officer conducted an investigation in the Walmart parking lot that led to a major drug arrest where the officer was able to confiscate a large amount of methamphetamine.

The District Attorney's Office has introduced a new software program called TechShare that allows the department to upload digital video evidence to the software without having to transport the video to their office.

In partnership with the Tarrant County MHMR Law Liaison project, we conducted 12 MHMR follow-ups with at-risk clients in Richland Hills.

The Department provided Active Shooter Training to all the employees in the other city departments.

The Crime Victim Liaison Program serviced 113 victims total for December between the four cities.

Much time has been spent this month preparing for the Open Carry Law, i.e. meetings, training, policy/procedure development.

The new software management system is still not producing reports; therefore, the YTD totals for Service Calls is unavailable.

Service Calls		
	Current Month	YTD Total
Citizen Calls	358	-
911 Calls	94	-
Officer Initiated	625	-
Total Calls	983	-
Part 1 Offenses		
	Current Month	YTD Total
Murder	0	0
Rape	0	2
Robbery	1	6
Aggravated Assault	0	5
Burglary	5	41
Theft	13	159
Motor Vehicle Theft	1	16
Total	20	229

Crashes & Injuries		
	Current Month	YTD Total
Crash Reports	4	93
Injuries	2	32
Criminal Investigations		
	Current Month	YTD Total
Assigned Cases – Active	10	181
Closed Cases	0	7
Unfounded	0	6
Suspended	0	36
Exceptionally Cleared	0	32
Arrest – Case Filed	2	50
Arrest – Case Not Filed	0	21
Total Assigned Cases	12	333

Recreation Update

November 2015

What a fun time of year for Recreation! The holiday spirit in the air, the great food, and of course the caring people that we get to share camaraderie with on a weekly basis; you can't ask for a more fulfilling role in public service. This is one reason why the senior lunch bunch has been such a success since its inception...people socializing with people, not just with their technology. While our brunch bunch has not been as well attended as we had hoped, we believe that communicating with residents more effectively through water bill inserts, newsletters, etc., going forward will assist in bringing more people out of their homes and into a social setting to play games, catch up on conversation, and enjoy a light snack or two.

Below, you will find a quick snapshot of activities for the community center through the month of November.

	Current Month	FYTD
Center Rentals	13	27
Number of Adult Enrichment Classes	32	63
Participants in Adult Enrichment Classes	215	425
Senior Lunch Bunch Participants	105	190

Economic Development Update

November 2015

Economic Development is intertwined with nearly all facets of public service. What is the actual point of economic development though? In staff's perspective, we believe that providing the highest quality of business services/choices to residents is obviously important, however, we also strive to build upon and grow a commercial tax base that alleviates the tax burden on our residents. While we don't have the restaurant options that many of us would surely enjoy at this time, we are working hard to market and position ourselves for **quality** development. How are we doing this? To start, the Council approved and adopted a new Comprehensive Plan and Zoning Ordinance in May of 2014 that requires all development to meet higher standards in building materials as well as types of uses or services offered. The new zoning districts allow for more opportunities than previous iterations of zoning categories.

Additionally, it is important to note that because of the light and heavy commercial districts in our City, we have an extremely diversified portfolio in regard to industry types - so much so - that our sales tax growth has been increasing steadily, on average, ~ 35% year over year, each month since the summer of 2014. Compare that to the current state average of less than 3% and you can get a better feel for how we are doing.

Okay that is great and all but seriously, where are the restaurants? Traffic counts, demographics, and disposable income are some of the most important factors in predicting restaurant profitability and have been the key feedback we receive from restaurant groups. To attract quality restaurants that will be here several years from now, we must focus on projects to increase traffic counts, attract families of all age groups, provide quality housing, and bring in businesses with higher paying jobs, just to name a few. These things are happening.

Some projects include: a new recreation center at Matthews and Baker Blvd; landscape and corridor improvements to Baker Blvd; major renovation to Kate Baker Park; participating with 6Stones to rehab 10 to 15 houses per year; drainage improvements to alleviate flooding at people's homes and on commercial property; a new Walmart grocery store; an expansion of Advance Auto Glass; and the relocation of a corporate headquarters with Buyer's Barricade. These are all projects just wrapping up, underway, or immediately forthcoming. Restaurants will come to Richland Hills. We just need a little more evidence on our side that illustrates we are a profitable location for their endeavors.

We are working with property owners and developers to bring quality development to Richland Hills on a daily basis. One area of significant interest is the Transit Oriented Development (TOD) zone. Concept plans have been completed and a marketing plan is being developed by a large real-estate brokerage firm, Henry S. Miller, to be distributed by early January. This will be the most thorough and marketed plan that the City has utilized to date for this area. A snapshot of one of those images is below. We are also actively developing "available site summaries" for other vacant and redevelopment tracts throughout the City to assist property owners in bringing quality development to Richland Hills.

Of course, the other part to Economic Development is keeping businesses you already have within the City. This usually takes more effort and time than recruiting new businesses. It is extremely important to stay current and informed of the decisions and issues that our major businesses face. If there are ways we can assist, we do. Visiting businesses is a key part to this but also a simple phone call can play a big part in staying in-tuned with our commercial partners. Because of this, the economic development department has created a straightforward business retention/expansion (BRE) plan that outlines the standard procedures for following up and communicating with our existing businesses. While we have historically focused on our larger businesses, we will work to integrate the small businesses in our BRE plan too. Finally, we have uploaded the most current business directory to our website for assisting in marketing efforts for those 400+ businesses.



Monthly Activity: November, 2015

Code Enforcement

Violations				
	Notices Issued	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations Issued	*140	126	14	0
Inspections	153	0	0	0
Telephone calls	21	0	0	0
Case Notes	30	0	0	0
Zoning Issues	*26	26	0	0
Building violations	3	3	3	0

Vacant Buildings Summary	
Known Vacant Buildings	135
Registered Vacant Buildings	14
Notices Issued	71

Code Officer Activity	
Citizen contacts	29
Notices to Vacate	0
Actual Vacates	0
Multi-Family Inspections	0

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

* ROW signage retrieval

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