

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
FEBRUARY 26, 2024
CITY HALL, 3200 DIANA DRIVE**

The Work Session and Regular Session are open to the public. If Executive Session is required, it will be held in the Council Conference Room, and is closed to the public. Please note that although the Council will generally consider the items on the agenda in the order shown below, they may elect to re-order items in order to accommodate the needs of the Council, city staff, presenters, or the public generally. Therefore, members of the public interested in any agenda item are encouraged to be in attendance at the start of the meeting.

CITY COUNCIL WORK SESSION – 6:30 PM

1. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.**
2. Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.

REGULAR SESSION – 7:00 PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

- A. Business Spotlight: The Cake Supply Store
- B. Citizen Appearances/Public Comments

Citizen comments emailed to Lindsay Rawlinson (lrawlinson@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.

2. CONSENT AGENDA

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the items unless a Councilmember or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff recommendations.

- A. Approve minutes from the February 12, 2024 City Council Regular Meeting
- B. 2023 Racial Profiling Report
- C. Excuse the absence of Councilmember Javier Alvarez from the February 12, 2024 regular City Council meeting

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. None

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. Consider designation of one-way streets in school zones and consider Ordinance 1494-24 repealing section 82-122 regarding one-way streets enumerated other than school zones
- B. Consider Ordinance 1495-24 approving and adopting an amended budget for Fiscal Year 2024

5. CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

- A. None

6. OTHER ITEMS FOR CONSIDERATION

- A. Consider approval of the Glenview Corridor Plan

7. REPORTS & DISCUSSIONS

- A. Street Improvement Projects
- B. January Department Reports

8. COMMUNITY INTEREST ITEMS

This is a standing item on the agenda of every regular meeting of the City Council. (The Texas Open Meetings Act effective September 1, 2009, provides that *"a quorum of the city council may receive from municipal staff, and a member of the governing body may*

make, a report regarding items of community interest during a council meeting without having given notice of the subject of the report, provided no action is taken or discussed.” The Open Meetings Act does not allow Council to discuss an item concerning pending City Council business unless it is specifically, appropriately posted on the agenda.) An “item of community interest” includes the following:

- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;
- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee; and
- announcements involving imminent public health and safety threats to the city

9. EXECUTIVE SESSION

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.**

1. Section 551.074: Deliberation regarding Personnel Matters
 - a) City Manager Annual Review

Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.

10. ADJOURNMENT

CERTIFICATE

I hereby certify that the above agenda was posted on this the 22nd day of February 2024 by 5:30 p.m., on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, pursuant to the Texas Government Code, Chapter 551.

Lindsay Rawlinson

Lindsay Rawlinson
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: JP Ducay, Director of Planning and Development Services

Date: February 26, 2024

Subject: Business Spotlight

Agenda Item:

Business Spotlight: The Cake Supply Store

Background Information:

The Cake Supply Store is located at 7410 Boulevard 26 (Suite 105). They received their Certificate of Occupancy on November 6, 2023. A representative from The Cake Supply Store will be in attendance to introduce their business.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: February 26, 2024

Subject: Minutes from the February 12, 2024 Regular City Council Meeting

Agenda Item:

Approval of minutes from the February 12, 2024 City Council Regular Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

February 12, 2024 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the February 12, 2024 City Council Regular Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
FEBRUARY 12, 2024
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
G.W. Estep, Mayor Pro Tem
Douglas Knowlton, Place 1
Travis Malone, Place 2
Theresa Bledsoe, Place 3
Roland Goveas, Place 6

Council absent

Javier Alvarez, Place 4

Staff present

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary
James Donovan, City Attorney

CITY COUNCIL WORK SESSION – 6:01 PM

1. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.

1. Section 551.074: Deliberation regarding Personnel Matters
 - a) Board and Commission Appointments

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to adjourn into Executive Session at 6:02 p.m.

Motion carried by a vote of 6-0.

Mayor Lopez reconvened into open session at 6:31 p.m.

2. Discuss Glenview Corridor Master Plan

The following residents spoke of their concerns regarding the proposed Glenview Corridor Master Plan.

Vicki Hamilton, 7905 Leslie Drive, Richland Hills
John Garza, 7900 Leslie Drive, Richland Hills
Christie Watkins, 3505 Chaffin Drive, Richland Hills

Stacy Reddy, 7021 Hardisty Street, Richland Hills
Joyce Fiaccone, 3800 Labadie, Richland Hills
Monica Nash, 7916 Leslie Drive, Richland Hills

Chris Branham, Catalyst Commercial, provided an overview of the project, the purpose and objectives, the study area, challenges, and feedback received. He stated that while pavement, curb and gutter, drainage, and signalization along Glenview Drive are needed, the Master Plan aims to address the needs of local users, accommodate existing and future capacity, and integrate community values. He mentioned challenges for the corridor including an unsafe pedestrian environment, lack of parking, and aesthetic issues.

City Manager Candice Edmondson provided additional details regarding the overall plan. She advised that the Master Plan is meant to be a visioning document for staff and City Council moving forward. The City must have a plan in place to potentially seek grant opportunities or to attract potential businesses to the corridor.

Stephen Moore, Halff Associates, discussed the proposed Plan's transportation concepts, specifically the Transformational Concept detailing Glenview Drive becoming a two lane road. He advised that daily traffic counts indicate that taking the road from four lanes to two could be successful.

Ms. Edmondson addressed citizen input received regarding the proposed Plan and addressed concerns costs, redevelopment, potentially implementing a Tax Increment Financing Zone, as well as land use, road improvements, and flooding issues.

3. Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.

None.

Mayor Lopez adjourned the work session at 7:26 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:38 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember Knowlton

PRESENTATIONS

1A. Texas Police Chiefs Association Re-Accreditation

Police Chief Kimberly Sylvester introduced City of White Settlement Police Chief Christopher Cook. Chief Cook presented the Richland Hills Police Department (RHPD) with the Re-Accreditation Certificate from the Texas Police Chief's Association Best Practices Program. He advised that RHPD obtained initial accreditation status from the Texas Police Chief's Association Best Practices Program in 2019 and the program

requires the agency to be re-evaluated every four years to maintain accreditation status. In December 2023, the police department successfully achieved re-accreditation status.

1B. Citizen Appearances/Public Comments

Robert Todd, 7921 Leslie Drive, Richland Hills, expressed concern regarding decreasing lanes on Glenview Drive and advised that a curb issue is being addressed by the Public Works Department.

Vicki Hamilton, 7905 Leslie Drive, Richland Hills, expressed concern regarding flooding issues in Creek Trail Park during heavy rains and mentioned an early warning system.

CONSENT AGENDA

2A. Approved minutes from the January 22, 2024 City Council Regular Meeting and the January 29, 2024 Special Called Meeting

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Knowlton to approve the consent agenda.

Motion carried by a vote of 6-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. Approved Ordinance 1492-24 amending Chapter 90 of the City Code, as amended, the Comprehensive Zoning Ordinance of the City; Amending Section 5.02 to amend the method in which members of the Planning and Zoning Commission are appointed. PUBLIC HEARING

City Secretary Lindsay Rawlinson presented the item to the City Council and advised that Chapter 90 is the Comprehensive Zoning Ordinance of the City's Code of Ordinances. Article 5 governs the City's Development Review Boards and Subsection 5.02 specifically governs the Planning and Zoning Commission. Presently, Subsection 5.02(A)(1)(c) states:

"(c) Each councilmember shall be entitled to appoint one regular member to the numbered place corresponding to the numbered place held by the appointing councilmember."

The City Council previously consisted of the mayor and five council members. A Charter amendment election was held May 6, 2023, which added a sixth council member. In order to allow each council member an equal say in the composition of the Planning and Zoning Commission, the proposed ordinance will change the language in Subsection 5.02(A)(1)(c) to allow the entire council to appoint any member of the Commission. The new language will be as follows:

"(c) Each member of the planning and zoning commission shall be appointed by the city council, and the city council may appoint alternate members of the planning and zoning

commission, who shall serve in the absence of one or more of the regular members when requested to do so.”

The Planning and Zoning Commission will continue to consist of five regular members as well as two alternate members. The Planning and Zoning Commission considered the ordinance at their January 23, 2024 meeting and voted 3-0 to recommend approval.

Mayor Lopez opened the public hearing at 7:56 p.m. and asked to hear from any proponents followed by opponents of the ordinance.

Hearing none, Mayor Lopez closed the public hearing at 7:56 p.m.

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to approve Ordinance 1492-24 amending Chapter 90, Section 5.02 of the City Code to amend the method in which members of the Planning and Zoning Commission are appointed.

Motion carried by a vote of 6-0.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4. None.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved contract with Consolidated Traffic Controls for the design, manufacturing and installation of illuminated street signs along Baker Boulevard

Director of Public Works and Capital Projects Kip Dernovich presented the item to the City Council and advised that in FY 2023, City Council approved the placement of illuminated street signs along each intersection of Baker Boulevard. Baker Boulevard (Hwy 183) is a Texas Department of Transportation (TxDOT) managed roadway. As such, TxDOT requires that the City of Richland Hills approve the State's policy and guidelines on the use of LED Illuminated Street Name Signs prior to approval of design and construction plans. The City Council approved Resolution 585-23 in November 2023 and adopted the policies and guidelines required for the use of LED Illuminated Street Name Signs on a TxDOT managed roadway.

TxDOT also requires the City to use a State approved vendor to design, manufacture and install the illuminated street signs. City staff requested quotes from approved vendors and Consolidated Traffic Controls (CTC) provided the lowest quote in the amount of \$115,780.

Funding in the amount of \$90,000 was included in the FY 2024 Tax Increment Financing (TIF) Fund for design, fabrication and installation of illuminated street signs along Baker Boulevard. An additional \$25,780 is required to meet the cost of the quote. Staff will bring

forward a budget amendment of \$25,780 to the TIF Fund for Council consideration at the February 26, 2024 City Council meeting.

Discussion ensued regarding the number of signs being replaced, one way streets, and scheduling.

Motion: Motion was made by Mayor Pro Tem Estep and seconded by Councilmember Malone to approve a contract with Consolidated Traffic Controls for the design, manufacturing and installation of illuminated street signs along Baker Boulevard utilizing the HGAC cooperative purchasing contract #PE-05-21 and to amend the project budget by allocating an additional \$25,780 from the uncommitted cash balance in the Tax Increment Financing Fund for a total project cost of \$115,780.

Motion carried by a vote of 6-0.

5B. Denied Professional Services Agreement with Parkhill to provide landscape architecture, survey and engineering services for the hike and bike trailhead on Latham Drive

Director of Parks and Recreation Jason Brown presented the item to the City Council and advised that during the FY 2024 Budget process, the City Council approved funding for the design and construction of a trailhead and parking lot adjacent to the hike and bike trail on Latham Drive. Recently, Oncor has informed the City that they would allow improvements to be made in their easement near the trailhead. Mr. Brown suggested that this item could be tabled or denied to allow this project to be combined with a project within the Oncor easement.

Motion: Motion was made by Councilmember Goveas and seconded by Councilmember Malone to deny Professional Services Agreement with Parkhill to provide landscape architecture, survey and engineering services for the hike and bike trailhead on Latham Drive in the amount of \$74,100 and to amend the project budget by allocating an additional \$100,000 from the uncommitted cash balance in the Oil & Gas Fund for a total project cost of \$300,000.

Motion carried by a vote of 6-0.

5C. Approved Professional Services Agreement with Parkhill to provide landscape architecture, survey and engineering services for the FY 2024 Rosebud Park Improvements

Director of Parks and Recreation Jason Brown presented the item to the City Council and advised that during the FY 2024 Budget process, the Richland Hills Development Corporation (RHDC) and City Council approved funding for a restroom/pavilion and expanded parking at Rosebud Park. Under the Professional Services Agreement, Parkhill

will provide the survey, design and engineering work for the proposed parking spaces on the southern end of the park and for the concrete pad and utility connections to the restroom/pavilion. The firm will also develop construction documents, perform bid services and provide construction administration.

The restroom/pavilion is a pre-fabricated structure that was originally purchased for Creek Trail Park. RHDC and City Council decided to move the restroom/pavilion to Rosebud Park during the budget process since Creek Trail Park is currently being reevaluated as part of the Glenview Corridor Master Plan.

The FY 2024 RHDC Fund Budget includes funding in the amount of \$450,000 for construction of a restroom/pavilion and additional parking at Rosebud Park. Parkhill has provided a proposal in the amount of \$158,900 to complete landscape architecture, survey and engineering services for the project.

A construction estimate was provided for the project but staff did not get an estimate for architecture, survey and engineering services. In order to move forward with the Rosebud Park improvements, a budget amendment will be required to increase the project budget to \$610,000. The Finance Director has identified available cash funding in the amount of \$160,443 in the Capital Projects Fund. This represents the uncommitted cash balance remaining from previous capital projects.

Motion: Motion was made by Councilmember Goveas and seconded by Mayor Pro Tem Estep to approve Professional Services Agreement with Parkhill to provide landscape architecture, survey and engineering services for the FY 2024 Rosebud Park Improvements in the amount of \$158,900 and to amend the project budget by allocating an additional \$160,443 from the uncommitted cash balance in the Capital Projects Fund for a total project cost of \$610,443.

The vote was as follows:

For: Mayor Lopez, Mayor Pro Tem Estep, and Councilmembers Malone and Goveas

Against: Councilmembers Knowlton and Bledsoe

Motion carried by a vote of 4-2.

OTHER ITEMS FOR CONSIDERATION

6A. Approved appointments to the Comprehensive Plan Advisory Committee

Motion: Motion was made by Councilmember Goveas and seconded by Councilmember Knowlton to appoint the following people to the Comprehensive Plan Advisory Committee:

Allison Barger – Richland Hills Development Corporation representative
Michael Wilson – Planning and Zoning Commission representative
Mary Witt – Planning and Zoning Commission representative
John Garza – Citizen member
Kelle Jones – Citizen member
Jenny Clark – Citizen member
Curtis Bergthold - Citizen member
Mayor Edward Lopez – City Council representative
Mayor Pro Tem GW Estep – City Council representative
Councilmember Doug Knowlton - City Council representative
Councilmember Roland Goveas - City Council representative

Motion carried by a vote of 6-0.

REPORTS & DISCUSSIONS

7A. Discuss proposed ordinance amendments pertaining to parking, stopping or standing vehicles on public streets, private streets and other places

Police Chief Kimberly Sylvester and Police Captain Scott Russell provided an overview of proposed changes to the City ordinance governing on-street parking. They advised of several updates including types of vehicles restricted from parking on streets, provided updated definitions, clarified provisions such as alleys, vehicles with expired license plate and registration, commercial vehicles and equipment, and unauthorized parking.

COMMUNITY INTEREST ITEMS

8. Mayor Pro Tem Estep advised of several upcoming events:

- Monday, February 19, 2024, City offices closed in observance of Presidents Day;
- Thursday, February 29, 2024, Moncrief Breast Cancer Screenings, The Link;
- Saturday, March 9, 2024, Second Saturday Seminar – DIY Rainwater Harvesting, 9:00 a.m., The Link;
- Monday, March 11, 2024 through Friday, March 15, 2024, Spring Break Camp, The Link;
- Thursday, March 14, 2024,
 - o Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - o Tarrant County Food Pantry, The Link parking lot, 5:30 to 7:00 p.m.;
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.;
- Through August 9, 2024, Summer Camp Connect Registration, The Link;

EXECUTIVE SESSION

9. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).
1. Section 551.074: Deliberation regarding Personnel Matters
- a) City Secretary annual review

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to adjourn into Executive Session at 9:04 p.m.

Motion carried by a vote of 6-0.

Mayor Lopez reconvened into open session at 10:11 p.m.

ADJOURNMENT

10. A motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to adjourn.

Motion carried by a vote of 6-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 10:12 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Edward Lopez, Mayor

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: February 26, 2024

Subject: 2023 Racial Profiling Report

Agenda Item:

Richland Hills Police Department 2023 Racial Profiling Report

Background Information:

The Sandra Bland Law requires for police agencies in Texas to collect and report data on motor vehicle contacts with the public. Specifically, the law requires agencies to:

- a) Draft a policy that prohibits racial profiling among police officers.
- b) Inform the public on how to file a compliment or complaint on racial profiling. This must occur each time a police officer issues a ticket, citation, or warning.
- c) Perform quarterly data audits to ensure that the ticket data is valid and reliable.
- d) Ensure that all officers are trained on racial profiling and that their training is current.
- e) Analyze the data annually with a specific breakdown of searches. This must show how minorities are compared to non-minority contacts.
- f) Submit the annual report to TCOLE and the City Council by March 1st of each year.

If the agency fails to comply with the law, a penalty can be assessed in the amount of \$5,000 per incident, and the Police Chief's license can be suspended.

The department contracts annually with Dr. Alex del Carmen with DC Consulting, who analyzes, reviews, and conducts quarterly audits throughout the year and prepares the annual racial profiling report. He is an expert in the field and trains across the country.

The 2023 report indicated that the Richland Hills Police Department complied with all mandated requirements of the law, and there were no reported concerns about the data analyzed that resulted from motor vehicle stops. A copy of the 2023 Racial Profiling Report is attached to this memo for your review.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

2023 Racial Profiling Report

Council Action Requested:

No Council Action

RICHLAND HILLS **POLICE DEPARTMENT**



**2023 RACIAL PROFILING
REPORT**



DEL CARMEN
Consulting®

LAW ENFORCEMENT EXPERTS

"Dr. Alex del Carmen's work on racial profiling exemplifies the very best of the Sandra Bland Act, named after my daughter. My daughter's pledge to fight for injustice is best represented in the high quality of Dr. del Carmen's reports which include, as required by law, the data analysis, audits, findings and recommendations. I commend the agencies that work with him as it is clear that they have embraced transparency and adherence to the law."

-Quote by Geneva Reed (Mother of Sandra Bland)

January 19, 2024

Richland Hills City Council
6700 Baker Blvd.
Richland Hills, TX 76118

Dear Distinguished Members of the City Council,

In 2001 the Texas Legislature, with the intent of addressing the issue of racial profiling in policing, enacted the Texas Racial Profiling Law. During the last calendar year, the Richland Hills Police Department, in accordance with the law, has collected and reported traffic and motor vehicle related contact data for the purpose of identifying and addressing (if necessary) areas of concern regarding racial profiling practices. In the 2009 Texas legislative session, the Racial Profiling Law was modified and additional requirements were implemented. Further, in 2017 the Sandra Bland Act was passed and signed into law (along with HB 3051, which introduced new racial and ethnic designations). The Sandra Bland Law currently requires that law enforcement agencies in the state collect additional data and provide a more detailed analysis. All of these requirements have been met by the Richland Hills Police Department and are included in this report.



In this report, you will find three sections with information on motor vehicle-related contacts. In addition, when appropriate, documentation is included which demonstrates the manner in which the Richland Hills Police Department has complied with the Texas Racial Profiling Law. In section one, you will find the table of contents. Section two documents compliance by the Richland Hills Police Department relevant to the requirements established in the Texas Racial Profiling Law. That is, you will find documents relevant to the training of all police personnel on racial profiling prevention and the institutionalization of the compliment and complaint processes, as required by law.

Finally, section three contains statistical data relevant to contacts (as defined by the law) which were made during the course of motor vehicle stops that took place between 1/1/23 and 12/31/23. Further, this section contains the Tier 2 form, which is required to be submitted to this particular organization and the law enforcement agency's local governing authority by March 1 of each year. The data in this report has been analyzed and compared to information derived from the U.S. Census Bureau's Fair Roads Standard. The final analysis and recommendations are also included in this report.

In the last section of the report, you will find the original draft of the Texas Racial Profiling Law, SB1074, as well as the Sandra Bland Act (current law). Also in this section, a list of requirements relevant to the Racial Profiling Law, as established by TCOLE (Texas Commission on Law Enforcement), is included. The findings in this report support the Richland Hills Police Department's commitment to comply with the Texas Racial Profiling Law.

Sincerely,

Alex del Carmen, Ph.D.

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Public Education on Responding to Compliments and Complaints

Informing the Public on the Process of Filing a Compliment or Complaint with the Richland Hills Police Department

The Texas Racial Profiling Law requires that police agencies provide information to the public regarding the manner in which to file a compliment or racial profiling complaint. In an effort to comply with this particular component, the Richland Hills Police Department launched an educational campaign aimed at informing the public on issues relevant to the racial profiling complaint process.

The police department made available, in the lobby area and on its web site, information relevant to filing a compliment and complaint on a racial profiling violation by a Richland Hills Police Officer. In addition, each time an officer issues a citation, ticket or warning, information on how to file a compliment or complaint is given to the individual cited. This information is in the form of a web address (including in the document issued to the citizen), which has instructions and details specifics related to the compliment or complaint processes.

It is believed that through these efforts, the community has been properly informed of the new policies and the complaint processes relevant to racial profiling.

All Richland Hills Police Officers have been instructed, as specified in the Texas Racial Profiling Law, to adhere to all Texas Commission on Law Enforcement (TCOLE) training and the Law Enforcement Management Institute of Texas (LEMIT) requirements. To date, all sworn officers of the Richland Hills Police Department have completed the TCOLE basic training on racial profiling. The main outline used to train the officers of Richland Hills has been included in this report.

It is important to recognize that the Chief of the Richland Hills Police Department has also met the training requirements, as specified by the Texas Racial Profiling Law, in the completion of the LEMIT program on racial profiling. The satisfactory completion of the racial profiling training by the sworn personnel of the Richland Hills Police Department fulfills the training requirement as specified in the Education Code (96.641) of the Texas Racial Profiling Law.

Racial Profiling Course 3256

Texas Commission on Law Enforcement

September 2001

Racial Profiling 3256

Instructor's Note:

You may wish to teach this course in conjunction with Asset Forfeiture 3255 because of the related subject matter and applicability of the courses. If this course is taught in conjunction with Asset Forfeiture, you may report it under Combined Profiling and Forfeiture 3257 to reduce data entry.

Abstract

This instructor guide is designed to meet the educational requirement for racial profiling established by legislative mandate: 77R-SB1074.

Target Population: Licensed law enforcement personnel in Texas

Prerequisites: Experience as a law enforcement officer

Length of Course: A suggested instructional time of 4 hours

Material Requirements: Overhead projector, chalkboard and/or flip charts, video tape player, handouts, practical exercises, and demonstrations

Instructor Qualifications: Instructors should be very knowledgeable about traffic stop procedures and law enforcement issues

Evaluation Process and Procedures

An examination should be given. The instructor may decide upon the nature and content of the examination. It must, however, sufficiently demonstrate the mastery of the subject content by the student.

Reference Materials

Reference materials are located at the end of the course. An electronic copy of this instructor guide may be downloaded from our web site at <http://www.tcleose.state.tx.us>.

Racial Profiling 3256

1.0 RACIAL PROFILING AND THE LAW

1.1 UNIT GOAL: The student will be able to identify the legal aspects of racial profiling.

1.1.1 LEARNING OBJECTIVE: The student will be able to identify the legislative requirements placed upon peace officers and law enforcement agencies regarding racial profiling.

Racial Profiling Requirements:

Racial profiling CCP 3.05

Racial profiling prohibited CCP 2.131

Law enforcement policy on racial profiling CCP 2.132

Reports required for traffic and pedestrian stops CCP 2.133

Liability CCP 2.136

Racial profiling education for police chiefs Education Code 96.641

Training program Occupations Code 1701.253

Training required for intermediate certificate Occupations Code 1701.402

Definition of "race or ethnicity" for form Transportation Code 543.202

A. Written departmental policies

1. Definition of what constitutes racial profiling
2. Prohibition of racial profiling
3. Complaint process
4. Public education
5. Corrective action
6. Collection of traffic-stop statistics
7. Annual reports

B. Not prima facie evidence

C. Feasibility of use of video equipment

D. Data does not identify officer

E. Copy of complaint-related video evidence to officer in question

F. Vehicle stop report

1. Physical description of detainees: gender, race or ethnicity
2. Alleged violation
3. Consent to search
4. Contraband
5. Facts supporting probable cause
6. Arrest
7. Warning or citation issued

G. Compilation and analysis of data

H. Exemption from reporting – audio/video equipment

I. Officer non-liability

J. Funding

K. Required training in racial profiling

1. Police chiefs
2. All holders of intermediate certificates and/or two-year-old licenses as of 09/01/2001 (training to be completed no later than 09/01/2003) – see legislation 77R-SB1074



1.1.2 LEARNING OBJECTIVE: The student will become familiar with Supreme Court decisions and other court decisions involving appropriate actions in traffic stops.

A. Whren v. United States, 517 U.S. 806, 116 S.Ct. 1769 (1996)

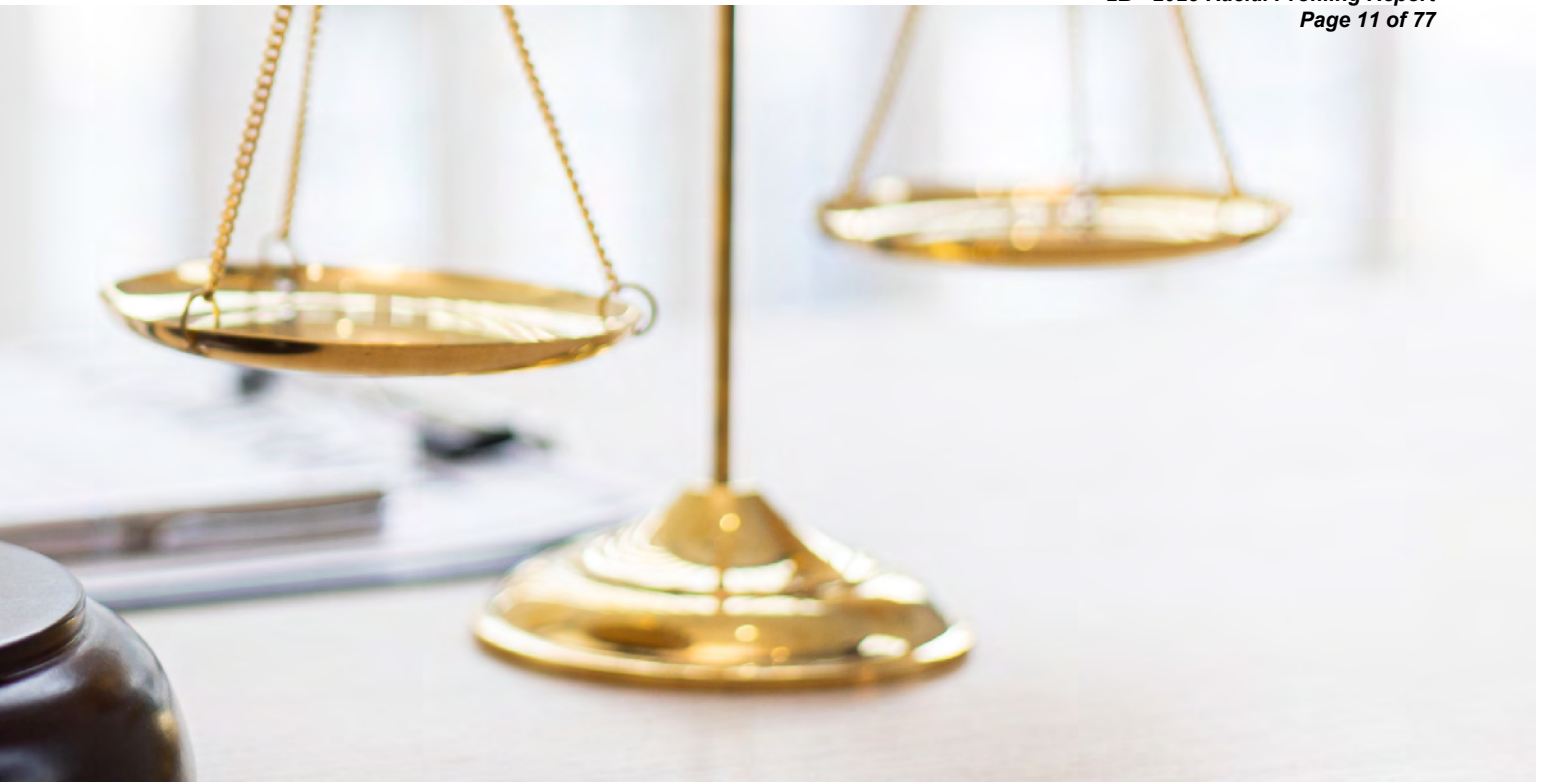
1. Motor vehicle search exemption
2. Traffic violation acceptable as pretext for further investigation
3. Selective enforcement can be challenged

B. Terry v. Ohio, 392 U.S. 1, 88 S.Ct. 1868 (1968)

1. Stop & Frisk doctrine
2. Stopping and briefly detaining a person
3. Frisk and pat down

C. Other cases

1. Pennsylvania v. Mimms, 434 U.S. 106, 98 S.Ct. 330 (1977)
2. Maryland v. Wilson, 117 S.Ct. 882 (1997)
3. Graham v. State, 119 MdApp 444, 705 A.2d 82 (1998)
4. Pryor v. State, 122 Md.App. 671 (1997) cert. denied 352 Md. 312, 721 A.2d 990 (1998)
5. Ferris v. State, 355 Md. 356, 735 A.2d 491 (1999)
6. New York v. Belton, 453 U.S. 454 (1981)



2.0 RACIAL PROFILING AND THE COMMUNITY

2.1 UNIT GOAL: The student will be able to identify logical and social arguments against racial profiling.

2.1.1 LEARNING OBJECTIVE: The student will be able to identify logical and social arguments against racial profiling.

- A. There are appropriate reasons for unusual traffic stops (suspicious behavior, the officer's intuition, MOs, etc.), but police work must stop short of cultural stereotyping and racism.
- B. Racial profiling would result in criminal arrests, but only because it would target all members of a race randomly – the minor benefits would be far outweighed by the distrust and anger towards law enforcement by minorities and the public as a whole .
- C. Racial profiling is self-fulfilling bad logic: if you believed that minorities committed more crimes, then you might look for more minority criminals, and find them in disproportionate numbers.
- D. Inappropriate traffic stops generate suspicion and antagonism towards officers and make future stops more volatile – a racially-based stop today can throw suspicion on tomorrow's legitimate stop.
- E. By focusing on race, you would not only be harassing innocent citizens, but overlooking criminals of all races and backgrounds – it is a waste of law enforcement resources.

3.0 RACIAL PROFILING VERSUS REASONABLE SUSPICION

3.1 UNIT GOAL: The student will be able to identify the elements of both inappropriate and appropriate traffic stops.

3.1.1 LEARNING OBJECTIVE: The student will be able to identify elements of a racially motivated traffic stop.

A. Most race-based complaints come from vehicle stops, often since race is used as an inappropriate substitute for drug courier profile elements

B. "DWB" – "Driving While Black" – a nickname for the public perception that a Black person may be stopped solely because of their race (especially with the suspicion that they are a drug courier), often extended to other minority groups or activities as well ("Driving While Brown," "Flying While Black," etc.)

C. A typical traffic stop resulting from racial profiling

1. The vehicle is stopped on the basis of a minor or contrived traffic violation which is used as a pretext for closer inspection of the vehicle, driver, and passengers
2. The driver and passengers are questioned about things that do not relate to the traffic violation
3. The driver and passengers are ordered out of the vehicle
4. The officers visually check all observable parts of the vehicle
5. The officers proceed on the assumption that drug courier work is involved by detaining the driver and passengers by the roadside
6. The driver is asked to consent to a vehicle search – if the driver refuses, the officers use other procedures (waiting on a canine unit, criminal record checks, license-plate checks, etc.), and intimidate the driver (with the threat of detaining him/her, obtaining a warrant, etc.)



3.1.2 LEARNING OBJECTIVE: The student will be able to identify elements of a traffic stop which would constitute reasonable suspicion of drug courier activity.

A. Drug courier profile (adapted from a profile developed by the DEA)

1. Driver is nervous or anxious beyond the ordinary anxiety and cultural communication styles
2. Signs of long-term driving (driver is unshaven, has empty food containers, etc.)
3. Vehicle is rented
4. Driver is a young male, 20-35
5. No visible luggage, even though driver is traveling
6. Driver was over-reckless or over-cautious in driving and responding to signals
7. Use of air fresheners

B. Drug courier activity indicators by themselves are usually not sufficient to justify a stop

3.1.3 LEARNING OBJECTIVE: The student will be able to identify elements of a traffic stop which could constitute reasonable suspicion of criminal activity.

A. Thinking about the totality of circumstances in a vehicle stop

B. Vehicle exterior

1. Non-standard repainting (esp. on a new vehicle)
2. Signs of hidden cargo (heavy weight in trunk, windows do not roll down, etc.)
3. Unusual license plate suggesting a switch (dirty plate, bugs on back plate, etc.)
4. Unusual circumstances (pulling a camper at night, kids' bikes with no kids, etc.)

C. Pre-stop indicators

1. Not consistent with traffic flow
2. Driver is overly cautious, or driver/passengers repeatedly look at police car
3. Driver begins using a car- or cell-phone when signaled to stop
4. Unusual pull-over behavior (ignores signals, hesitates, pulls onto new street, moves objects in car, etc.)

D. Vehicle interior

1. Rear seat or interior panels have been opened, there are tools or spare tire, etc.
2. Inconsistent items (anti-theft club with a rental, unexpected luggage, etc.)

Resources

Proactive Field Stops Training Unit – Instructor's Guide, Maryland Police and Correctional Training Commissions, 2001. (See Appendix A.)

Web address for legislation 77R-SB1074: <http://tlo2.tlc.state.tx.us/tlo/77r/billtext/SB01074F.htm>

Report on Compliments and Racial Profiling Complaints



Report on Complaints

The following table contains data regarding officers that have been the subject of a complaint, during the time period of 1/1/23-12/31/23 based on allegations outlining possible violations related to the Texas Racial Profiling Law. The final disposition of the case is also included.



A check above indicates that the Richland Hills Police Department has not received any complaints, on any members of its police services, for having violated the Texas Racial Profiling Law during the time period of 1/1/23-12/31/23.

Complaints Filed for Possible Violations of The Texas Racial Profiling Law

Complaint Number	Alleged Violation	Disposition of the Case

Additional Comments:

Tables Illustrating Motor Vehicle-Related Contacts

TIER 2 DATA

TOTAL STOPS: 5,637

STREET ADDRESS OR APPROXIMATE LOCATION OF STOP.

City Street	5,020
US Highway	1
State Highway	606
County Road	5
Private Property	5

WAS RACE OR ETHNICITY KNOWN PRIOR TO STOP?

Yes	23
No	5,614

RACE OR ETHNICITY

Alaska Native/American Indian	13
Asian/Pacific Islander	86
Black	1,345
White	3,032
Hispanic/Latino	1,161

GENDER

Female Total: 1,975

Alaska Native/American Indian	2
Asian/Pacific Islander	30
Black	502
White	1,112
Hispanic/Latino	329

Male Total: 3,662

Alaska Native/American Indian	11
Asian/Pacific Islander	56
Black	843
White	1,920
Hispanic/Latino	832

REASON FOR STOP?

Violation of Law Total: 57

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	17
White	22
Hispanic/Latino	18

Pre-existing Knowledge Total: 35

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	12
White	13
Hispanic/Latino	10

Moving Traffic Violation Total: 2,763

Alaska Native/American Indian	5
Asian/Pacific Islander	52
Black	557
White	1,599
Hispanic/Latino	550

TIER 2 DATA

Vehicle Traffic Violation Total: 2,782

Alaska Native/American Indian	8
Asian/Pacific Islander	34
Black	759
White	1,398
Hispanic/Latino	583

Contraband (in plain view) Total: 4

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	0
White	1
Hispanic/Latino	3

WAS SEARCH CONDUCTED?

	YES	NO
Alaska Native/American Indian	0	13
Asian/Pacific Islander	2	84
Black	152	1,193
White	139	2,893
Hispanic/Latino	76	1,085
TOTAL	369	5,268

Probable Cause Total: 219

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	114
White	63
Hispanic/Latino	41

Inventory Total: 63

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	16
White	29
Hispanic/Latino	18

REASON FOR SEARCH?

Consent Total: 44

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	9
White	29
Hispanic/Latino	6

Incident to Arrest Total: 39

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	13
White	17
Hispanic/Latino	8

TIER 2 DATA

WAS CONTRABAND DISCOVERED?

	YES	NO
Alaska Native/American Indian	0	0
Asian/Pacific Islander	1	1
Black	108	44
White	96	43
Hispanic/Latino	55	21
TOTAL	260	109

Did the finding result in arrest?

	YES	NO
Alaska Native/American Indian	0	0
Asian/Pacific Islander	0	1
Black	23	85
White	12	84
Hispanic/Latino	17	38
TOTAL	52	208

DESCRIPTION OF CONTRABAND

Drugs Total: 202

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	97
White	75
Hispanic/Latino	29

Currency Total: 1

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	0
White	0
Hispanic/Latino	1

Weapons Total: 16

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	10
White	4
Hispanic/Latino	2

Alcohol Total: 44

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	10
White	12
Hispanic/Latino	22

TIER 2 DATA

Stolen Property Total: 0

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	0
White	0
Hispanic/Latino	0

Other Total: 24

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	7
White	11
Hispanic/Latino	6

RESULT OF THE STOP

Verbal Warning Total: 179

Alaska Native/American Indian	2
Asian/Pacific Islander	1
Black	33
White	89
Hispanic/Latino	54

Written Warning Total: 2,032

Alaska Native/American Indian	9
Asian/Pacific Islander	35
Black	407
White	1,239
Hispanic/Latino	342

Citation Total: 3,137

Alaska Native/American Indian	2
Asian/Pacific Islander	49
Black	788
White	1,589
Hispanic/Latino	709

Written Warning and Arrest Total: 81

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	29
White	32
Hispanic/Latino	20

Citation and Arrest Total: 88

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	36
White	37
Hispanic/Latino	14

Arrest Total: 120

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	52
White	46
Hispanic/Latino	22

TIER 2 DATA

ARREST BASED ON

Violation of Penal Code Total: 102

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	38
White	38
Hispanic/Latino	25

Violation of Traffic Law Total: 8

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	3
White	2
Hispanic/Latino	3

Violation of City Ordinance Total: 2

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	1
White	0
Hispanic/Latino	1

Outstanding Warrant Total: 177

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	75
White	75
Hispanic/Latino	27

Was physical force used resulting in bodily injury during the stop?

	YES	NO
Alaska Native/American Indian	0	13
Asian/Pacific Islander	0	86
Black	0	1,345
White	0	3,032
Hispanic/Latino	0	1,161
TOTAL	0	5,637

Tables Illustrating Motor Vehicle Related Contact Data

Table 1. Citations and Warnings

Race/ Ethnicity	All Contacts	Citations	Verbal Warning	Written Warning	Contact Percent	Citation Percent	Verbal Percent	Written Percent
Alaska Native/ American Indian	13	2	2	9	0%	0%	1%	0%
Asian/ Pacific Islander	86	50	1	35	2%	2%	1%	2%
Black	1,345	824	33	407	24%	26%	18%	20%
White	3,032	1,626	89	1,239	54%	50%	50%	61%
Hispanic/ Latino	1,161	723	54	342	21%	22%	30%	17%
TOTAL	5,637	3,225	179	2,032	100%	100%	100%	100%



Table 2. Motor Vehicle Contacts and Fair Roads Standard Comparison

Comparison of motor vehicle-related contacts with households that have vehicle access.

Race/Ethnicity	Contact Percentage	Households with Vehicle Access
Alaska Native/American Indian	0%	0%
Asian/Pacific Islander	2%	5%
Black	24%	14%
White	54%	60%
Hispanic/Latino	21%	19%
TOTAL	100%	98%

Table 3. Motor Vehicle Searches and Arrests.

Race/Ethnicity	Searches	Consent Searches	Arrests
Alaska Native/American Indian	0	0	0
Asian/Pacific Islander	2	0	1
Black	152	9	117
White	139	29	115
Hispanic/Latino	76	6	56
TOTAL	369	44	289

Table 4. Instances Where Peace Officers Used Physical Force Resulting in Bodily Injury

Instances Where Peace Officers Used Physical Force that Resulted in Bodily Injury	Arrest	Location of Stop	Reason for Stop

Table 5. Search Data

Race/ Ethnicity	Searches	Contraband Found Yes	Contraband Found No	Arrests	Percent Searches	Percent Contraband Found	Percent No Contraband	Percent Arrest
Alaska Native/ American Indian	0	0	0	0	0%	0%	0%	0%
Asian/ Pacific Islander	2	1	1	1	1%	0%	1%	0%
Black	152	108	44	117	41%	42%	40%	40%
White	139	96	43	115	38%	37%	39%	40%
Hispanic/ Latino	76	55	21	56	21%	21%	19%	19%
TOTAL	369	260	109	289	100%	100%	100%	100%

Table 6. Report on Audits.

The following table contains data regarding the number and outcome of required data audits during the period of 1/1/23-12/31/23.

Audit Data	Number of Data Audits Completed	Date of Completion	Outcome of Audit
1	1	03/01/23	Data was valid and reliable
2	1	06/01/23	Data was valid and reliable
3	1	09/01/23	Data was valid and reliable
4	1	12/01/23	Data was valid and reliable

ADDITIONAL COMMENTS:

Table 7. Instance Where Force Resulted in Bodily Injury.

Race/Ethnicity	Number	Percent
Alaska Native/American Indian	0	0%
Asian/Pacific Islander	0	0%
Black	0	0%
White	0	0%
Hispanic/Latino	0	0%
TOTAL	0	0%

Table 8. Reason for Arrests from Vehicle Contact

Race/ Ethnicity	Violation of Penal Code	Violation of Traffic Law	Violation of City Ordinance	Outstanding Warrant	Percent Penal Code	Percent Traffic Law	Percent City Ordinance	Percent Warrant
Alaska Native/ American Indian	0	0	0	0	0%	0%	0%	0%
Asian/ Pacific Islander	1	0	0	0	1%	0%	0%	0%
Black	38	3	1	75	37%	38%	50%	42%
White	38	2	0	75	37%	25%	0%	42%
Hispanic/ Latino	25	3	1	27	25%	38%	50%	15%
TOTAL	102	8	2	177	100%	100%	100%	100%

Table 9. Contraband Hit Rate

Race/ Ethnicity	Searches	Contraband Found Yes	Contraband Hit Rate	Search Percent	Contraband Percent
Alaska Native/ American Indian	0	0	0%	0%	0%
Asian/ Pacific Islander	2	1	50%	1%	0%
Black	152	108	71%	41%	42%
White	139	96	69%	38%	37%
Hispanic/Latino	76	55	72%	21%	21%

Analysis and Interpretation of Data

In 2001, the Texas Legislature passed Senate Bill 1074, which eventually became the Texas Racial Profiling Law. This particular law came into effect on January 1, 2002 and required all police departments in Texas to collect traffic-related data and report this information to their local governing authority by March 1 of each year. This law remained in place until 2009, when it was modified to include the collection and reporting of all motor vehicle-related contacts in which a citation was issued or an arrest was made. Further, the modification to the law further requires that all police officers indicate whether or not they knew the race or ethnicity of the individuals before detaining them. In addition, it became a requirement that agencies report motor vehicle-related data to their local governing authority and to the Texas Commission on Law Enforcement (TCOLE) by March 1 of each year. The purpose in collecting and disclosing this information is to determine if police officers in any particular municipality are engaging in the practice of racially profiling minority motorists.

One of the central requirements of the law is that police departments interpret motor vehicle-related data. Even though most researchers would likely agree that it is within the confines of good practice for police departments to be accountable to the citizenry while carrying a transparent image before the community, it is in fact very difficult to determine if individual police officers are engaging in racial profiling from a review and analysis of aggregate/institutional data. In other words, it is challenging for a reputable researcher to identify specific "individual" racist behavior from aggregate-level "institutional" data on traffic or motor vehicle-related contacts.

As previously noted, in 2009 the Texas Legislature passed House Bill 3389, which modified the Racial Profiling Law by adding new requirements; this took effect on January 1, 2010. The changes included, but are not limited to, the re-definition of a contact to include motor vehicle-related contacts in which a citation was issued or an arrest was made. In addition, it required police officers to indicate if they knew the race or ethnicity of the individual before detaining them. The 2009 law also required adding "Middle Eastern" to the racial and ethnic category and submitting the annual data report to TCOLE before March 1 of each year.

In 2017, the Texas Legislators passed HB 3051 which removed the Middle Eastern data requirement while standardizing the racial and ethnic categories relevant to the individuals that came in contact with police. In addition, the Sandra Bland Act (SB 1849) was passed and became law. Thus, the most significant legislative mandate (Sandra Bland Act) in Texas history regarding data requirements on law enforcement contacts became law and took effect on January 1, 2018. The Sandra Bland Act not only currently requires the extensive collection of data relevant to police motor vehicle contacts, but it also mandates for the data to be analyzed while addressing the following:

1. A comparative analysis of the information compiled (under Article 2.133):

- a. Evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities;*
- b. Examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction;*
- c. Evaluate and compare the number of searches resulting from motor vehicle stops within the applicable jurisdiction and whether contraband or other evidence was discovered in the course of those searches.*

2. Information related to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

As part of their effort to comply with The Texas Racial Profiling/Sandra Bland Law, the Richland Hills Police Department commissioned the analysis of its 2023 contact data. Hence, two different types of data analyses were performed. The first of these involved a careful evaluation of the 2023 motor vehicle-related data. This particular analysis measured, as required by the law, the number and percentage of Whites, Blacks, Hispanics or Latinos, Asians and Pacific Islanders, Alaska Natives and American Indians (Middle Easterners and individuals belonging to the “other” category, as optional categories), who came in contact with police in the course of a motor vehicle-related contact and were either issued a ticket, citation, or warning or an arrest was made. Also included in this data were instances when a motor vehicle contact took place for an alleged violation of the law or ordinance. The Tier 2 data analysis included, but was not limited to, information relevant to the number and percentage of contacts by race/ethnicity, gender, reason for the stop, location of stop, searches while indicating the type of search performed, result of stop, basis of an arrest, and use of physical force resulting in bodily injury.

The analysis on the data performed in this report, was based on a comparison of the 2023 motor vehicle contact data with a specific baseline. When reading this particular analysis, one should consider that there is disagreement in the literature regarding the appropriate baseline to be used when analyzing motor vehicle-related contact information. Of the baseline measures available, the Richland Hills Police Department accepted our recommendation to rely, as a baseline measure, on the Fair Roads Standard. This particular baseline is established on data obtained through the U.S. Census Bureau (2020) relevant to the number of households that have access to vehicles while controlling for the race and ethnicity of the heads of households.

It should be noted that the census data presents challenges to any effort made at establishing a fair and accurate racial profiling analysis. That is, census data contains information on all residents of a particular community, regardless whether they are among the driving population. Further, census data, when used as a baseline of comparison, presents the challenge that it captures information related to city residents only, thus excluding individuals who may have come in contact with the Richland Hills Police Department in 2023 but live outside city limits. In some jurisdictions the percentage of the population that comes in contact with the police but lives outside city limits represents a substantial volume of all motor vehicle-related contacts made in a given year.

In 2002, some civil rights groups in Texas expressed their concern and made recommendations to the effect that all police departments should rely, in their data analysis, on the Fair Roads Standard. This source contains census data specific to the number of “households” that have access to vehicles. Thus, proposing to compare “households” (which may have multiple residents and only a few vehicles) with “contacts” (an individual-based count). In essence this constitutes a comparison that may result in ecological fallacy. Despite this risk, as noted earlier, the Richland Hills Police Department accepted the recommendation to utilize this form of comparison (i.e., census data relevant to households with vehicles) in an attempt to demonstrate its “good will” and “transparency” before the community. Thus, the Fair Roads Standard data obtained and used in this study is specifically relevant to the Dallas Fort-Worth (DFW) Metroplex.

Tier 2 (2023) Motor Vehicle-Related Contact Analysis

When examining the enhanced and more detailed Tier 2 data collected in 2023, it was evident that most motor vehicle-related contacts were made with Whites, followed by Blacks. Of those who came in contact with police, most tickets or citations were issued to Whites and Blacks; this was followed by Hispanics. However, in terms of written warnings, most of these were issued to Whites, followed by Blacks.

While reviewing searches and arrests, the data showed that most searches took place among Blacks. When considering all searches, most were consented by Whites and Blacks, while most custody arrests were also of Blacks. Overall, most searches resulted in contraband; of those that produced contraband, most were of Blacks; this was followed by Whites. Of the searches that did not produce contraband, most were of Blacks. Most arrests were made of Blacks. Most of the arrests that originated from a violation of the penal code involved Whites and Blacks. Overall, the police department does not report any instances where force was used that resulted in bodily injury.

Comparative Analysis

A comprehensive analysis of the motor vehicle contacts made in 2023 to the census data relevant to the number of “households” in DFW who indicated in the 2020 census that they had access to vehicles, produced interesting findings. Specifically, the percentage of Whites, Asians, and American Indians who came in contact with police was the same or lower than the percentage of White, Asian, and American Indian households in DFW that claimed in the last census to have access to vehicles. The opposite was true of Blacks and Hispanics. That is, a higher percentage of Blacks and Hispanics came in contact with police than the percentage of Black and Hispanic households in DFW that claimed in the last census to have access to vehicles. It should be noted that the percentage difference among Hispanic contacts with households is of less than 3%; thus, deemed by some as statistically insignificant.

The comprehensive analysis of the searches resulting in contraband shows that the most significant contraband hit rate is of Hispanics. This was followed by Blacks and Whites. This means that among all searches performed in 2023, the most significant percentage of these that resulted in contraband was among Hispanics. The lowest contraband hit rate was among Asians.

Summary of Findings

As referenced earlier, the most recent Texas Racial Profiling Law requires that police departments perform data audits in order to validate the data being reported. Consistent with this requirement, the Richland Hills Police Department has engaged del Carmen Consulting, LLC in order to perform these audits in a manner consistent with normative statistical practices. As shown in Table 6, the audit performed reveals that the data is valid and reliable. Further, as required by law, this report also includes an analysis on the searches performed. This analysis includes information on whether contraband was found as a result of the search while controlling for race/ethnicity. The search analysis demonstrates that the police department is engaging in search practices consistent with national trends in law enforcement.

While considering the findings produced as a result of this analysis, it is recommended that the Richland Hills Police Department should continue to collect and evaluate additional information on motor vehicle contact data (i.e., reason for probable cause searches, contraband detected), which may prove to be useful when determining the nature of the contacts police officers are making with all individuals.

As part of this effort, the Richland Hills Police Department should continue to:

- 1) Perform an independent analysis on contact and search data in the upcoming year.
- 2) Commission data audits in 2024 in order to assess data integrity; that is, to ensure that the data collected is consistent with the data being reported.

The comprehensive data analysis performed serves as evidence that the Richland Hills Police Department has complied with the Texas Racial Profiling Law and all of its requirements. Further, the report demonstrates that the police department has incorporated a comprehensive racial profiling policy, currently offers information to the public on how to file a compliment or complaint, commissions quarterly data audits in order to ensure validity and reliability, collects and commissions the analysis of Tier 2 data, and ensures that the practice of racial profiling will not be tolerated.

Checklist

The following requirements were met by the Richland Hills Police Department in accordance with The Texas Racial Profiling Law:

- ✔ Implement a Racial Profiling Policy citing act or actions that constitute racial profiling.
- ✔ Include in the racial profiling policy, a statement indicating prohibition of any peace officer employed by the Richland Hills Police Department from engaging in racial profiling.
- ✔ Implement a process by which an individual may file a complaint regarding racial profiling violations.
- ✔ Provide public education related to the complaint and complaint process.
- ✔ Implement disciplinary guidelines for officers found in violation of the Texas Racial Profiling Law.
- ✔ Collect, report and analyze motor vehicle data (Tier 2).
- ✔ Commission Data Audits and a Search Analysis.
- ✔ Indicate total number of officers who knew and did not know, the race/ethnicity of individuals before being detained.
- ✔ Produce an annual report on police contacts (Tier 2) and present this to the local governing body and TCOLE by March 1, 2024.
- ✔ Adopt a policy, if video/audio equipment is installed, on standards for reviewing video and audio documentation.

Legislative & Administrative *Addendum*

TCOLE GUIDELINES

Guidelines for Compiling and Reporting Data under Senate Bill 1074

Background

Senate Bill 1074 of the 77th Legislature established requirements in the Texas Code of Criminal Procedure (TCCP) for law enforcement agencies. The Commission developed this document to assist agencies in complying with the statutory requirements.

The guidelines are written in the form of standards using a style developed from accreditation organizations including the Commission on Accreditation for Law Enforcement Agencies (CALEA). The standards provide a description of **what** must be accomplished by an agency but allows wide latitude in determining **how** the agency will achieve compliance with each applicable standard.

Each standard is composed of two parts: the standard statement and the commentary. The *standard statement* is a declarative sentence that places a clear-cut requirement, or multiple requirements, on an agency. The commentary supports the standard statement but is not binding. The commentary can serve as a prompt, as guidance to clarify the intent of the standard, or as an example of one possible way to comply with the standard.

Standard 1

Each law enforcement agency has a detailed written directive that:

- clearly defines acts that constitute racial profiling;
- strictly prohibits peace officers employed by the agency from engaging in racial profiling;
- implements a process by which an individual may file a complaint with the agency if the individual believes a peace officer employed by the agency has engaged in racial profiling with respect to the individual filing the complaint;
- provides for public education relating to the complaint process;
- requires appropriate corrective action to be taken against a peace officer employed by the agency who, after investigation, is shown to have engaged in racial profiling in violation of the agency's written racial profiling policy; and
- requires the collection of certain types of data for subsequent reporting.

Commentary

Article 2.131 of the TCCP prohibits officers from engaging in racial profiling, and article 2.132 of the TCCP now requires a written policy that contains the elements listed in this standard. The article also specifically defines a law enforcement agency as it applies to this statute as an “agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make traffic stops in the routine performance of the officers’ official duties.”

The article further defines race or ethnicity as being of “a particular descent, including Caucasian, African, Hispanic, Asian, or Native American.” The statute does not limit the required policies to just these ethnic groups.

This written policy is to be adopted and implemented no later than January 1, 2002.

Standard 2

Each peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic, or who stops a pedestrian for any suspected offense reports to the employing law enforcement agency information relating to the stop, to include:

- a physical description of each person detained, including gender and the person’s race or ethnicity, as stated by the person, or, if the person does not state a race or ethnicity, as determined by the officer’s best judgment;
- the traffic law or ordinance alleged to have been violated or the suspected offense;
- whether the officer conducted a search as a result of the stop and, if so, whether the person stopped consented to the search;
- whether any contraband was discovered in the course of the search, and the type of contraband discovered;
- whether probable cause to search existed, and the facts supporting the existence of that probable cause;
- whether the officer made an arrest as a result of the stop or the search, including a statement of the offense charged;
- the street address or approximate location of the stop; and
- whether the officer issued a warning or citation as a result of the stop, including a description of the warning or a statement of the violation charged.

Commentary

The information required by 2.133 TCCP is used to complete the agency reporting requirements found in Article 2.134. A peace officer and an agency may be exempted from this requirement under Article 2.135 TCCP Exemption for Agencies Using Video and Audio Equipment. An agency may be exempt from this reporting requirement by applying for the funds from the Department of Public Safety for video and audio equipment and the State does not supply those funds. Section 2.135 (a)(2) states, “the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a) (1) (A) and the agency does not receive from the state funds for video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.”

Standard 3

The agency compiles the information collected under 2.132 and 2.133 and analyzes the information identified in 2.133.

Commentary

Senate Bill 1074 from the 77th Session of the Texas Legislature created requirements for law enforcement agencies to gather specific information and to report it to each county or municipality served. New sections of law were added to the Code of Criminal Procedure regarding the reporting of traffic and pedestrian stops. Detained is defined as when a person stopped is not free to leave.

Article 2.134 TCCP requires the agency to compile and provide an analysis of the information collected by peace officer employed by the agency. The report is provided to the governing body of the municipality or county no later than March 1 of each year and covers the previous calendar year.

There is data collection and reporting required based on Article 2.132 CCP (tier one) and Article 2.133 CCP (tier two).

The minimum requirements for “tier one” data for traffic stops in which a citation results are:

- 1) the race or ethnicity of individual detained (race and ethnicity as defined by the bill means of “a particular descent, including Caucasian, African, Hispanic, Asian, or Native American”);
- 2) whether a search was conducted, and if there was a search, whether it was a consent search or a probable cause search; and
- 3) whether there was a custody arrest.

The minimum requirements for reporting on “tier two” reports include traffic and pedestrian stops. Tier two data include:

- 1) the detained person’s gender and race or ethnicity;
- 2) the type of law violation suspected, e.g., hazardous traffic, non-hazardous traffic, or other criminal investigation (the Texas Department of Public Safety publishes a categorization of traffic offenses into hazardous or non-hazardous);
- 3) whether a search was conducted, and if so whether it was based on consent or probable cause;
- 4) facts supporting probable cause;
- 5) the type, if any, of contraband that was collected;
- 6) disposition of the stop, e.g., arrest, ticket, warning, or release;
- 7) location of stop; and
- 8) statement of the charge, e.g., felony, misdemeanor, or traffic.

Tier one reports are made to the governing body of each county or municipality served by the agency an annual report of information if the agency is an agency of a county, municipality, or other political subdivision of the state. Tier one and two reports are reported to the county or municipality not later than March 1 for the previous calendar year beginning March 1, 2003. Tier two reports include a comparative analysis between the race and ethnicity of persons detained to see if a differential pattern of treatment can be discerned based on the disposition of stops

including searches resulting from the stops. The reports also include information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling. An agency may be exempt from the tier two reporting requirement by applying for the funds from the Department of Public Safety for video and audio equipment and the State does not supply those funds [See 2.135 (a)(2) TCCP].

Reports should include both raw numbers and percentages for each group. Caution should be exercised in interpreting the data involving percentages because of statistical distortions caused by very small numbers in any particular category, for example, if only one American Indian is stopped and searched, that stop would not provide an accurate comparison with 200 stops among Caucasians with 100 searches. In the first case, a 100% search rate would be skewed data when compared to a 50% rate for Caucasians.

Standard 4

If a law enforcement agency has video and audio capabilities in motor vehicles regularly used for traffic stops, or audio capabilities on motorcycles regularly used to make traffic stops, the agency:

- adopts standards for reviewing and retaining audio and video documentation; and
- promptly provides a copy of the recording to a peace officer who is the subject of a complaint on written request by the officer.

Commentary

The agency should have a specific review and retention policy. Article 2.132 TCCP specifically requires that the peace officer be promptly provided with a copy of the audio or video recordings if the officer is the subject of a complaint and the officer makes a written request.

Standard 5

Agencies that do not currently have video or audio equipment must examine the feasibility of installing such equipment.

Commentary

None

Standard 6

Agencies that have video and audio recording capabilities are exempt from the reporting requirements of Article 2.134 TCCP and officers are exempt from the reporting requirements of Article 2.133 TCCP provided that:

- the equipment was in place and used during the proceeding calendar year; and
- video and audio documentation is retained for at least 90 days.

Commentary

The audio and video equipment and policy must have been in place during the previous calendar year. Audio and video documentation must be kept for at least 90 days or longer if a complaint has been filed. The documentation must be retained until the complaint is resolved. Peace officers are not exempt from the requirements under Article 2.132 TCCP.

Standard 7

Agencies have citation forms or other electronic media that comply with Section 543.202 of the Transportation Code.

Commentary

Senate Bill 1074 changed Section 543.202 of the Transportation Code requiring citations to include:

- race or ethnicity, and
- whether a search of the vehicle was conducted and whether consent for the search was obtained.

The Texas Law on Racial Profiling

S.B. No. 1074 - An Act relating to the prevention of racial profiling by certain peace officers.
BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Chapter 2, Code of Criminal Procedure, is amended by adding Articles 2.131 through 2.138 to read as follows:

Art. 2.131. RACIAL PROFILING PROHIBITED. A peace officer may not engage in racial profiling.

Art. 2.132. LAW ENFORCEMENT POLICY ON RACIAL PROFILING. (a) In this article:

(1) "Law enforcement agency" means an agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make traffic stops in the routine performance of the officers' official duties.

(2) "Race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, or Native American descent.

(b) Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

(2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;

(3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;

(4) provide public education relating to the agency's complaint process;

(5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;

(6) require collection of information relating to traffic stops in which a citation is issued and to arrests resulting from those traffic stops, including information relating to:

(A) the race or ethnicity of the individual detained; and

(B) whether a search was conducted and, if so, whether the person detained consented to the search; and

(7) require the agency to submit to the governing body of each county or municipality served by the agency an annual report of the information collected under Subdivision (6) if the agency is an agency of a county, municipality, or other political subdivision of the state.

(c) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make traffic stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make traffic stops. If a law enforcement agency installs video or audio equipment as provided by this subsection, the

policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a traffic stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(f) On the commencement of an investigation by a law enforcement agency of a complaint described by Subsection (b)(3) in which a video or audio recording of the occurrence on which the complaint is based was made, the agency shall promptly provide a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer.

Art. 2.133. REPORTS REQUIRED FOR TRAFFIC AND PEDESTRIAN STOPS. (a) In this article:

(1) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(2) "Pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic or who stops a pedestrian for any suspected offense shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of each person detained as a result of the stop, including:

(A) the person's gender; and

(B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;

(2) the traffic law or ordinance alleged to have been violated or the suspected offense;

(3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;

(4) whether any contraband was discovered in the course of the search and the type of contraband discovered;

(5) whether probable cause to search existed and the facts supporting the existence of that probable cause;

(6) whether the officer made an arrest as a result of the stop or the search, including a statement of the offense charged;

(7) the street address or approximate location of the stop; and

(8) whether the officer issued a warning or a citation as a result of the stop, including a description of the warning or a statement of the violation charged.

Art. 2.134. COMPILATION AND ANALYSIS OF INFORMATION COLLECTED.

(a) In this article, "pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each local law enforcement agency shall submit a report containing the information compiled

during the previous calendar year to the governing body of each county or municipality served by the agency in a manner approved by the agency.

(c) A report required under Subsection (b) must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

(A) determine the prevalence of racial profiling by peace officers employed by the agency; and

(B) examine the disposition of traffic and pedestrian stops made by officers employed by the agency, including searches resulting from the stops; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a traffic or pedestrian stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Commission on Law Enforcement Officer Standards and Education shall develop guidelines for compiling and reporting information as required by this article.

(f) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

Art. 2.135. EXEMPTION FOR AGENCIES USING VIDEO AND AUDIO EQUIPMENT. (a) A peace officer is exempt from the reporting requirement under Article 2.133 and a law enforcement agency is exempt from the compilation, analysis, and reporting requirements under Article 2.134 if:

(1) during the calendar year preceding the date that a report under Article 2.134 is required to be submitted:

(A) each law enforcement motor vehicle regularly used by an officer employed by the agency to make traffic and pedestrian stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make traffic and pedestrian stops is equipped with transmitter-activated equipment; and

(B) each traffic and pedestrian stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment; or

(2) the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a)(1)(A) and the agency does not receive from the state funds or video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.

(b) Except as otherwise provided by this subsection, a law enforcement agency that is exempt from the requirements under Article 2.134 shall retain the video and audio or audio documentation of each traffic and pedestrian stop for at least 90 days after the date of the stop. If a complaint is filed with the law enforcement agency alleging that a peace officer employed by the agency has engaged in racial profiling with respect to a traffic or pedestrian stop, the agency shall retain the video and audio or audio record of the stop until final disposition of the complaint.

(c) This article does not affect the collection or reporting requirements under Article 2.132.

Art. 2.136. LIABILITY. A peace officer is not liable for damages arising from an act relating to the collection or reporting of information as required by Article 2.133 or under a policy adopted under Article 2.132.

Art. 2.137. PROVISION OF FUNDING OR EQUIPMENT.

(a) The Department of Public Safety shall adopt rules for providing funds or video and audio equipment to law enforcement agencies for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), including specifying criteria to prioritize funding or equipment provided to law enforcement agencies. The criteria may include consideration of tax effort, financial hardship, available revenue, and budget surpluses. The criteria must give priority to:

(1) law enforcement agencies that employ peace officers whose primary duty is traffic enforcement;

(2) smaller jurisdictions; and

(3) municipal and county law enforcement agencies.

(b) The Department of Public Safety shall collaborate with an institution of higher education to identify law enforcement agencies that need funds or video and audio equipment for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A). The collaboration may include the use of a survey to assist in developing criteria to prioritize funding or equipment provided to law enforcement agencies.

(c) To receive funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency needs funds or video and audio equipment for that purpose.

(d) On receipt of funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency has installed video and audio equipment as described by Article 2.135(a)(1)(A) and is using the equipment as required by Article 2.135(a)(1).

Art. 2.138. RULES. The Department of Public Safety may adopt rules to implement Articles 2.131-2.137.

SECTION 2. Chapter 3, Code of Criminal Procedure, is amended by adding Article 3.05 to read as follows:

Art. 3.05. RACIAL PROFILING. In this code, "racial profiling" means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

SECTION 3. Section 96.641, Education Code, is amended by adding Subsection (j) to read as follows:

(j) As part of the initial training and continuing education for police chiefs required under this section, the institute shall establish a program on racial profiling. The program must include an examination of the best practices for:

(1) monitoring peace officers' compliance with laws and internal agency policies relating to racial profiling;

(2) implementing laws and internal agency policies relating to preventing racial profiling;
and

(3) analyzing and reporting collected information.

SECTION 4. Section 1701.253, Occupations Code, is amended by adding Subsection (e) to read as follows:

(e) As part of the minimum curriculum requirements, the commission shall establish a statewide comprehensive education and training program on racial profiling for officers licensed under this chapter. An officer shall complete a program established under this subsection not later than the second anniversary of the date the officer is licensed under this chapter or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier.

SECTION 5. Section 1701.402, Occupations Code, is amended by adding Subsection (d) to read as follows:

(d) As a requirement for an intermediate proficiency certificate, an officer must complete an education and training program on racial profiling established by the commission under Section 1701.253(e).

SECTION 6. Section 543.202, Transportation Code, is amended to read as follows:

Sec. 543.202. FORM OF RECORD. (a) In this section, "race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, or Native American descent.

(b) The record must be made on a form or by a data processing method acceptable to the department and must include:

(1) the name, address, physical description, including race or ethnicity, date of birth, and driver's license number of the person charged;

(2) the registration number of the vehicle involved;

(3) whether the vehicle was a commercial motor vehicle as defined by Chapter 522 or was involved in transporting hazardous materials;

(4) the person's social security number, if the person was operating a commercial motor vehicle or was the holder of a commercial driver's license or commercial driver learner's permit;

(5) the date and nature of the offense, including whether the offense was a serious traffic violation as defined by Chapter 522;

(6) whether a search of the vehicle was conducted and whether consent for the search was obtained;

(7) the plea, the judgment, and whether bail was forfeited;

(8) ~~[(7)]~~ the date of conviction; and

(9) ~~[(8)]~~ the amount of the fine or forfeiture.

SECTION 7. Not later than January 1, 2002, a law enforcement agency shall adopt and implement a policy and begin collecting information under the policy as required by Article 2.132, Code of Criminal Procedure, as added by this Act. A local law enforcement agency shall first submit information to the governing body of each county or municipality served by the agency as required by Article 2.132, Code of Criminal Procedure, as added by this Act, on March 1, 2003. The first submission of information shall consist of information compiled by the agency during the period beginning January 1, 2002, and ending December 31, 2002.

SECTION 8. A local law enforcement agency shall first submit information to the governing body of each county or municipality served by the agency as required by Article 2.134, Code of Criminal Procedure, as added by this Act, on March 1, 2004. The first submission of information shall consist of information compiled by the agency during the period beginning January 1, 2003, and ending December 31, 2003.

SECTION 9. Not later than January 1, 2002:

(1) the Commission on Law Enforcement Officer Standards and Education shall establish an education and training program on racial profiling as required by Subsection (e), Section 1701.253, Occupations Code, as added by this Act; and

(2) the Bill Blackwood Law Enforcement Management Institute of Texas shall establish a program on racial profiling as required by Subsection (j), Section 96.641, Education Code, as added by this Act.

SECTION 10. A person who on the effective date of this Act holds an intermediate proficiency certificate issued by the Commission on Law Enforcement Officer Standards and Education or has held a peace officer license issued by the Commission on Law Enforcement Officer Standards and Education for at least two years shall complete an education and training program on racial profiling established under Subsection (e), Section 1701.253, Occupations Code, as added by this Act, not later than September 1, 2003.

SECTION 11. An individual appointed or elected as a police chief before the effective date of this Act shall complete a program on racial profiling established under Subsection (j), Section 96.641, Education Code, as added by this Act, not later than September 1, 2003.

SECTION 12. This Act takes effect September 1, 2001

President of the Senate

Speaker of the House

I hereby certify that S.B. No. 1074 passed the Senate on April 4, 2001, by the following vote: Yeas 28, Nays 2; May 21, 2001, Senate refused to concur in House amendments and requested appointment of Conference Committee; May 22, 2001, House granted request of the Senate; May 24, 2001, Senate adopted Conference Committee Report by a viva-voce vote.

Secretary of the Senate

I hereby certify that S.B. No. 1074 passed the House, with amendments, on May 15, 2001, by a non-record vote; May 22, 2001, House granted request of the Senate for appointment of Conference Committee; May 24, 2001, House adopted Conference Committee Report by a non-record vote.

Chief Clerk of the House

Approved:

Date

Governor

Modifications to the Original Law

(H.B. 3389)

Amend CSHB 3389 (Senate committee report) as follows:

(1) Strike the following SECTIONS of the bill:

- (A) SECTION 8, adding Section 1701.164, Occupations Code (page 4, lines 61-66);
- (B) SECTION 24, amending Article 2.132(b), Code of Criminal Procedure (page 8, lines 19-53);
- (C) SECTION 25, amending Article 2.134(b), Code of Criminal Procedure (page 8, lines 54-64);
- (D) SECTION 28, providing transition language for the amendments to Articles 2.132(b) and 2.134(b), Code of Criminal Procedure (page 9, lines 40-47).

(2) Add the following appropriately numbered SECTIONS to the bill and renumber subsequent SECTIONS of the bill accordingly: SECTION _____. Article 2.132, Code of Criminal Procedure, is amended by amending Subsections (a),(b), (d), and (e) and adding Subsection (g) to read as follows:

(a) In this article:

(1) "Law enforcement agency" means an agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make motor vehicle~~[traffic]~~ stops in the routine performance of the officers' official duties.

(2) "Motor vehicle stop" means an occasion in which a peace officer stops a motor vehicle for an alleged violation of a law or ordinance.

(3) "Race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, ~~[or]~~ Native American, or Middle Eastern descent.

(b) Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) provide public education relating to the agency's complaint process;
- (5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) require collection of information relating to motor vehicle ~~[traffic]~~ stops in which a citation is issued and to arrests made as a result of ~~[resulting from]~~ those ~~[traffic]~~ stops, including information relating to:

(A) the race or ethnicity of the individual detained; and

(B) whether a search was conducted and, if so, whether the individual ~~[person]~~ detained consented to the search; and

(C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

(7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit ~~[to the governing body of each county or~~

~~municipality served by the agency]~~ an annual report of the information collected under Subdivision (6) to:

(A) the Commission on Law Enforcement Officer Standards and Education; and

(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make motor vehicle ~~[traffic]~~ stops and transmitter activated equipment in each agency law enforcement motorcycle regularly used to make motor vehicle ~~[traffic]~~ stops. If a law enforcement agency installs video or audio equipment as provided by this subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a motor vehicle ~~[traffic]~~ stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b)(7), the commission shall begin disciplinary procedures against the chief administrator.

SECTION _____. Article 2.133, Code of Criminal Procedure, is amended to read as follows:

Art. 2.133. REPORTS REQUIRED FOR MOTOR VEHICLE ~~[TRAFFIC AND PEDESTRIAN]~~ STOPS. (a) In this article, "race":

~~[(1) "Race]~~ or ethnicity" has the meaning assigned by Article 2.132(a).

~~[(2) "Pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.]~~

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance ~~[regulating traffic or who stops a pedestrian for any suspected offense]~~ shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of any ~~[each]~~ person operating the motor vehicle who is detained as a result of the stop, including:

(A) the person's gender; and

(B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;

(2) the initial reason for the stop ~~[traffic law or ordinance alleged to have been violated or the suspected offense];~~

(3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;

(4) whether any contraband or other evidence was discovered in the course of the search and a description ~~[the type]~~ of the contraband or evidence ~~[discovered];~~

(5) the reason for the search, including whether:

(A) any contraband or other evidence was in plain view;

(B) any probable cause or reasonable suspicion existed to perform the search; or

(C) the search was performed as a result of the towing of the motor vehicle or the arrest of any person in the motor vehicle ~~[existed and the facts supporting the existence of that probable cause];~~

(6) whether the officer made an arrest as a result of the stop or the search, including a statement of whether the arrest was based on a violation of the Penal Code, a violation of a traffic law or ordinance, or an outstanding warrant and a statement of the offense charged;

(7) the street address or approximate location of the stop; and

(8) whether the officer issued a written warning or a citation as a result of the stop~~[, including a description of the warning or a statement of the violation charged].~~

SECTION _____. Article 2.134, Code of Criminal Procedure, is amended by amending Subsections (a) through (e) and adding Subsection (g) to read as follows:

(a) In this article:

(1) "Motor vehicle[, "pedestrian] stop" has the meaning assigned by Article 2.132(a) ~~[means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest].~~

(2) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each ~~[local]~~ law enforcement agency shall submit a report containing the incident-based data ~~[information]~~ compiled during the previous calendar year to the Commission on Law Enforcement Officer Standards and Education and, if the law enforcement agency is a local law enforcement agency, to the governing body of each county or municipality served by the agency ~~[in a manner approved by the agency].~~

(c) A report required under Subsection (b) must be submitted by the chief administrator of the law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, and must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

(A) evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities ~~[determine the prevalence of racial profiling by peace officers employed by the agency]; and~~

(B) examine the disposition of motor vehicle ~~[traffic and pedestrian]~~ stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from [the] stops within the applicable jurisdiction; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a motor vehicle ~~[traffic or pedestrian]~~ stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Commission on Law Enforcement Officer Standards and Education, in accordance with Section 1701.162, Occupations Code, shall develop guidelines for compiling and reporting information as required by this article.

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b), the commission shall begin disciplinary procedures against the chief administrator.

SECTION _____. Article 2.135, Code of Criminal Procedure, is amended to read as follows:

Art. 2.135. PARTIAL EXEMPTION FOR AGENCIES USING VIDEO AND AUDIO EQUIPMENT. (a) A peace officer is exempt from the reporting requirement under Article 2.133 and the chief administrator of a law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, is exempt from the compilation, analysis, and reporting requirements under Article 2.134 if:

(1) during the calendar year preceding the date that a report under Article 2.134 is required to be submitted:

(A) each law enforcement motor vehicle regularly used by an officer employed by the agency to make motor vehicle ~~[traffic and pedestrian]~~ stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make motor vehicle ~~[traffic and pedestrian]~~ stops is equipped with transmitter-activated equipment; and

(B) each motor vehicle ~~[traffic and pedestrian]~~ stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment; or

(2) the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a)(1)(A) and the agency does not receive from the state funds or video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.

(b) Except as otherwise provided by this subsection, a law enforcement agency that is exempt from the requirements under Article 2.134 shall retain the video and audio or audio documentation of each motor vehicle ~~[traffic and pedestrian]~~ stop for at least 90 days after the date of the stop. If a complaint is filed with the law enforcement agency alleging that a peace officer employed by the agency has engaged in racial profiling with respect to a motor vehicle ~~[traffic or pedestrian]~~ stop, the agency shall retain the video and audio or audio record of the stop until final disposition of the complaint.

(c) This article does not affect the collection or reporting requirements under Article 2.132.

(d) In this article, "motor vehicle stop" has the meaning assigned by Article 2.132(a).

SECTION _____. Chapter 2, Code of Criminal Procedure, is amended by adding Article 2.1385 to read as follows:

Art. 2.1385. CIVIL PENALTY. (a) If the chief administrator of a local law enforcement agency intentionally fails to submit the incident-based data as required by Article 2.134, the agency is liable to the state for a civil penalty in the amount of \$1,000 for each violation. The attorney general may sue to collect a civil penalty under this subsection.

(b) From money appropriated to the agency for the administration of the agency, the executive director of a state law enforcement agency that intentionally fails to submit the incident-based

data as required by Article 2.134 shall remit to the comptroller the amount of \$1,000 for each violation.

(c) Money collected under this article shall be deposited in the state treasury to the credit of the general revenue fund.

SECTION _____. Subchapter A, Chapter 102, Code of Criminal Procedure, is amended by adding Article 102.022 to read as follows:

Art. 102.022. COSTS ON CONVICTION TO FUND STATEWIDE REPOSITORY FOR DATA RELATED TO CIVIL JUSTICE. (a) In this article, "moving violation" means an offense that:

(1) involves the operation of a motor vehicle; and

(2) is classified as a moving violation by the Department of Public Safety under Section 708.052, Transportation Code.

(b) A defendant convicted of a moving violation in a justice court, county court, county court at law, or municipal court shall pay a fee of 10 cents as a cost of court.

(c) In this article, a person is considered convicted if:

(1) a sentence is imposed on the person;

(2) the person receives community supervision, including deferred adjudication; or

(3) the court defers final disposition of the person's case.

(d) The clerks of the respective courts shall collect the costs described by this article. The clerk shall keep separate records of the funds collected as costs under this article and shall deposit the funds in the county or municipal treasury, as appropriate.

(e) The custodian of a county or municipal treasury shall:

(1) keep records of the amount of funds on deposit collected under this article; and

(2) send to the comptroller before the last day of the first month following each calendar quarter the funds collected under this article during the preceding quarter.

(f) A county or municipality may retain 10 percent of the funds collected under this article by an officer of the county or municipality as a collection fee if the custodian of the county or municipal treasury complies with Subsection (e).

(g) If no funds due as costs under this article are deposited in a county or municipal treasury in a calendar quarter, the custodian of the treasury shall file the report required for the quarter in the regular manner and must state that no funds were collected.

(h) The comptroller shall deposit the funds received under this article to the credit of the Civil Justice Data Repository fund in the general revenue fund, to be used only by the Commission on Law Enforcement Officer Standards and Education to implement duties under Section 1701.162, Occupations Code.

(i) Funds collected under this article are subject to audit by the comptroller.

SECTION _____. (a) Section 102.061, Government Code, as reenacted and amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, is amended to conform to the amendments made to Section 102.061, Government Code, by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, and is further amended to read as follows:

Sec. 102.061. ADDITIONAL COURT COSTS ON CONVICTION IN STATUTORY COUNTY COURT: CODE OF CRIMINAL PROCEDURE. The clerk of a statutory county court shall collect fees and costs under the Code of Criminal Procedure on conviction of a defendant as follows:

(1) a jury fee (Art. 102.004, Code of Criminal Procedure) . . . \$20;

(2) a fee for services of the clerk of the court (Art. 102.005, Code of Criminal Procedure) . . . \$40;

- (3) a records management and preservation services fee (Art. 102.005, Code of Criminal Procedure) . . . \$25;
- (4) a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . \$3;
- (5) a juvenile delinquency prevention and graffiti eradication fee (Art. 102.0171, Code of Criminal Procedure) . . . \$50 [~~\$5~~]; [~~and~~]
- (6) a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed \$5; and
- (7) a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . \$0.10.

(b) Section 102.061, Government Code, as amended by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, is repealed. Section 102.061, Government Code, as reenacted and amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, to reorganize and renumber that section, continues in effect as further amended by this section.

SECTION _____. (a) Section 102.081, Government Code, as amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, is amended to conform to the amendments made to Section 102.081, Government Code, by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, and is further amended to read as follows:

Sec. 102.081. ADDITIONAL COURT COSTS ON CONVICTION IN COUNTY COURT: CODE OF CRIMINAL PROCEDURE. The clerk of a county court shall collect fees and costs under the Code of Criminal Procedure on conviction of a defendant as follows:

- (1) a jury fee (Art. 102.004, Code of Criminal Procedure) . . . \$20;
- (2) a fee for clerk of the court services (Art. 102.005, Code of Criminal Procedure) . . . \$40;
- (3) a records management and preservation services fee (Art. 102.005, Code of Criminal Procedure) . . . \$25;
- (4) a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . \$3;
- (5) a juvenile delinquency prevention and graffiti eradication fee (Art. 102.0171, Code of Criminal Procedure) . . . \$50 [~~\$5~~]; [~~and~~]
- (6) a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed \$5; and
- (7) a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . \$0.10.

(b) Section 102.081, Government Code, as amended by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, is repealed. Section 102.081, Government Code, as amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, to reorganize and renumber that section, continues in effect as further amended by this section.

SECTION _____. Section 102.101, Government Code, is amended to read as follows:

Sec. 102.101. ADDITIONAL COURT COSTS ON CONVICTION IN JUSTICE COURT: CODE OF CRIMINAL PROCEDURE. A clerk of a justice court shall collect fees and costs under the Code of Criminal Procedure on conviction of a defendant as follows:

- (1) a jury fee (Art. 102.004, Code of Criminal Procedure) . . . \$3;
- (2) a fee for withdrawing request for jury less than 24 hours before time of trial (Art. 102.004, Code of Criminal Procedure) . . . \$3;
- (3) a jury fee for two or more defendants tried jointly (Art. 102.004, Code of Criminal Procedure) . . . one jury fee of \$3;

- (4) a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . \$4;
- (5) a fee for technology fund on a misdemeanor offense (Art. 102.0173, Code of Criminal Procedure) . . . \$4;
- (6) a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed \$5;
- (7) a fee on conviction of certain offenses involving issuing or passing a subsequently dishonored check (Art. 102.0071, Code of Criminal Procedure) . . . not to exceed \$30; ~~and~~
- (8) a court cost on conviction of a Class C misdemeanor in a county with a population of 3.3 million or more, if authorized by the county commissioners court (Art. 102.009, Code of Criminal Procedure) . . . not to exceed \$7; and
- (9) a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . \$0.10.

SECTION _____. Section 102.121, Government Code, is amended to read as follows:

Sec. 102.121. ADDITIONAL COURT COSTS ON CONVICTION IN MUNICIPAL COURT: CODE OF CRIMINAL PROCEDURE. The clerk of a municipal court shall collect fees and costs on conviction of a defendant as follows:

- (1) a jury fee (Art. 102.004, Code of Criminal Procedure) . . . \$3;
- (2) a fee for withdrawing request for jury less than 24 hours before time of trial (Art. 102.004, Code of Criminal Procedure) . . . \$3;
- (3) a jury fee for two or more defendants tried jointly (Art. 102.004, Code of Criminal Procedure) . . . one jury fee of \$3;
- (4) a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . \$3;
- (5) a fee for technology fund on a misdemeanor offense (Art. 102.0172, Code of Criminal Procedure) . . . not to exceed \$4; ~~and~~
- (6) a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed \$5; and
- (7) a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . \$0.10.

SECTION _____. Subchapter D, Chapter 1701, Occupations Code, is amended by adding Section 1701.164 to read as follows:

Sec. 1701.164. COLLECTION OF CERTAIN INCIDENT-BASED DATA SUBMITTED BY LAW ENFORCEMENT AGENCIES. The commission shall collect and maintain incident-based data submitted to the commission under Article 2.134, Code of Criminal Procedure, including incident-based data compiled by a law enforcement agency from reports received by the law enforcement agency under Article 2.133 of that code. The commission in consultation with the Department of Public Safety, the Bill Blackwood Law Enforcement Management Institute of Texas, the W. W. Caruth, Jr., Police Institute at Dallas, and the Texas Police Chiefs Association shall develop guidelines for submitting in a standard format the report containing incident-based data as required by Article 2.134, Code of Criminal Procedure.

SECTION _____. Subsection (a), Section 1701.501, Occupations Code, is amended to read as follows:

(a) Except as provided by Subsection (d), the commission shall revoke or suspend a license, place on probation a person whose license has been suspended, or reprimand a license holder for a violation of:

- (1) this chapter;

(2) the reporting requirements provided by Articles 2.132 and 2.134, Code of Criminal Procedure;
or

(3) a commission rule.

SECTION _____. (a) The requirements of Articles 2.132, 2.133, and 2.134, Code of Criminal Procedure, as amended by this Act, relating to the compilation, analysis, and submission of incident-based data apply only to information based on a motor vehicle stop occurring on or after January 1, 2010.

(b) The imposition of a cost of court under Article 102.022, Code of Criminal Procedure, as added by this Act, applies only to an offense committed on or after the effective date of this Act. An offense committed before the effective date of this Act is covered by the law in effect when the offense was committed, and the former law is continued in effect for that purpose. For purposes of this section, an offense was committed before the effective date of this Act if any element of the offense occurred before that date.

Racial and Ethnic Designations (H.B. 3051)

H.B. No. 3051 - An Act relating to the categories used to record the race or ethnicity of persons stopped for or convicted of traffic offenses.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Article 2.132(a)(3), Code of Criminal Procedure, is amended to read as follows:

(3) "Race or ethnicity" means the following categories:

(A) Alaska native or American Indian;

(B) [of a particular descent, including Caucasian, African, Hispanic,] Asian or Pacific Islander;

(C) black;

(D) white; and

(E) Hispanic or Latino [~~Native American, or Middle Eastern descent~~].

SECTION 2. Section 543.202(a), Transportation Code, is amended to read as follows:

(a) In this section, "race or ethnicity" means the following categories:

(1) Alaska native or American Indian;

(2) [of a particular descent, including Caucasian, African, Hispanic,] Asian or Pacific Islander;

(3) black;

(4) white; and

(5) Hispanic or Latino [~~or Native American descent~~].

SECTION 3. This Act takes effect September 1, 2017.

President of the Senate

Speaker of the House

I certify that H.B. No. 3051 was passed by the House on May 4, 2017, by the following vote: Yeas 143, Nays 2, 2 present, not voting.

Chief Clerk of the House

I certify that H.B. No. 3051 was passed by the Senate on May 19, 2017, by the following vote: Yeas 31, Nays 0.

Secretary of the Senate

APPROVED: _____

Date

Governor

The Sandra Bland Act

(S.B. 1849)

S.B. No. 1849

An Act relating to interactions between law enforcement and individuals detained or arrested on suspicion of the commission of criminal offenses, to the confinement, conviction, or release of those individuals, and to grants supporting populations that are more likely to interact frequently with law enforcement.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

ARTICLE 1. SHORT TITLE

SECTION 1.01. SHORT TITLE. This Act shall be known as the Sandra Bland Act, in memory of Sandra Bland.

ARTICLE 2. IDENTIFICATION AND DIVERSION OF AND SERVICES FOR PERSONS SUSPECTED OF HAVING A MENTAL ILLNESS, AN INTELLECTUAL DISABILITY, OR A SUBSTANCE ABUSE ISSUE

SECTION 2.01. Article 16.22, Code of Criminal Procedure, is amended to read as follows:

Art. 16.22. EARLY IDENTIFICATION OF DEFENDANT SUSPECTED OF HAVING MENTAL ILLNESS OR INTELLECTUAL DISABILITY [MENTAL RETARDATION]. (a)(1) Not later than 12 [72] hours after receiving credible information that may establish reasonable cause to believe that a defendant committed to the sheriff's custody has a mental illness or is a person with an intellectual disability [mental retardation], including observation of the defendant's behavior immediately before, during, and after the defendant's arrest and the results of any previous assessment of the defendant, the sheriff shall provide written or electronic notice of the information to the magistrate. On a determination that there is reasonable cause to believe that the defendant has a mental illness or is a person with an intellectual disability [mental retardation], the magistrate, except as provided by Subdivision

(2), shall order the local mental health or intellectual and developmental disability [mental retardation] authority or another qualified mental health or intellectual disability [mental retardation] expert to:

(A) collect information regarding whether the defendant has a mental illness as defined by Section 571.003,

Health and Safety Code, or is a person with an intellectual disability [mental retardation] as defined by Section 591.003, Health and Safety Code, including information obtained from any previous assessment of the defendant; and

(B) provide to the magistrate a written assessment of the information collected under Paragraph (A).

(2) The magistrate is not required to order the collection of information under Subdivision

(1) if the defendant in the year preceding the defendant's applicable date of arrest has been determined to have a mental illness or to be a person with an intellectual disability [mental retardation] by the local mental health or intellectual and developmental disability [mental retardation] authority or another mental health or intellectual disability [mental retardation] expert described by Subdivision

(1). A court that elects to use the results of that previous determination may proceed under Subsection (c).

(3) If the defendant fails or refuses to submit to the collection of information regarding the defendant as required under Subdivision (1), the magistrate may order the defendant to submit to an examination in a mental health facility determined to be appropriate by the local mental health or intellectual and developmental disability [mental retardation] authority for a reasonable period not to exceed 21 days. The magistrate may order a defendant to a facility operated by the Department of State Health Services or the Health and Human Services Commission [Department of Aging and Disability Services] for examination only on request of the local mental health or intellectual and developmental disability [mental retardation] authority and with the consent of the head of the facility. If a defendant who has been ordered to a facility operated by the Department of State Health Services or the Health and Human Services Commission [Department of Aging and Disability Services] for examination remains in the facility for a period exceeding 21 days, the head of that facility shall cause the defendant to be immediately transported to the committing court and placed in the custody of the sheriff of the county in which the committing court is located. That county shall reimburse the facility for the mileage and per diem expenses of the personnel required to transport the defendant calculated in accordance with the state travel regulations in effect at the time.

(b) A written assessment of the information collected under Subsection (a)(1)(A) shall be provided to the magistrate not later than the 30th day after the date of any order issued under Subsection (a) in a felony case and not later than the 10th day after the date of any order issued under that subsection in a misdemeanor case, and the magistrate shall provide copies of the written assessment to the defense counsel, the prosecuting attorney, and the trial court. The written assessment must include a description of the procedures used in the collection of information under Subsection (a)(1)(A) and the applicable expert's observations and findings pertaining to:

(1) whether the defendant is a person who has a mental illness or is a person with an intellectual disability [mental retardation];

(2) whether there is clinical evidence to support a belief that the defendant may be incompetent to stand trial and should undergo a complete competency examination under Subchapter B, Chapter 46B; and

(3) recommended treatment.

(c) After the trial court receives the applicable expert's written assessment relating to the defendant under Subsection (b) or elects to use the results of a previous determination as described by Subsection (a)(2), the trial court may, as applicable:

(1) resume criminal proceedings against the defendant, including any appropriate proceedings related to the defendant's release on personal bond under Article 17.032;

(2) resume or initiate competency proceedings, if required, as provided by Chapter 46B

or other proceedings affecting the defendant's receipt of appropriate court-ordered mental health or intellectual disability [mental retardation] services, including proceedings related to the defendant's receipt of outpatient mental health services under Section 574.034, Health and Safety Code; or

(3) consider the written assessment during the punishment phase after a conviction of the offense for which the defendant was arrested, as part of a presentence investigation report, or in connection with the impositions of conditions following placement on community supervision, including deferred adjudication community supervision.

(d) This article does not prevent the applicable court from, before, during, or after the collection of information regarding the defendant as described by this article: (1) releasing a defendant who has a mental illness [mentally ill] or is a person with an intellectual disability [mentally retarded defendant] from custody on personal or surety bond; or

(2) ordering an examination regarding the defendant's competency to stand trial.

SECTION 2.02. Chapter 16, Code of Criminal Procedure, is amended by adding Article 16.23 to read as follows:

Art. 16.23. DIVERSION OF PERSONS SUFFERING MENTAL HEALTH CRISIS OR SUBSTANCE ABUSE ISSUE. (a) Each law enforcement agency shall make a good faith effort to divert a person suffering a mental health crisis or suffering from the effects of substance abuse to a proper treatment center in the agency's jurisdiction if:

(1) there is an available and appropriate treatment center in the agency's jurisdiction to which the agency may divert the person;

(2) it is reasonable to divert the person;

(3) the offense that the person is accused of is a misdemeanor, other than a misdemeanor involving violence; and

(4) the mental health crisis or substance abuse issue is suspected to be the reason the person committed the alleged offense.

(b) Subsection (a) does not apply to a person who is accused of an offense under Section 49.04, 49.045, 49.05, 49.06, 49.065, 49.07, or 49.08, Penal Code.

SECTION 2.03. Section 539.002, Government Code, is amended to read as follows:

Sec. 539.002. GRANTS FOR ESTABLISHMENT AND EXPANSION OF COMMUNITY COLLABORATIVES. (a) To the extent funds are appropriated to the department for that purpose, the department shall make grants to entities, including local governmental entities, nonprofit community organizations, and faith-based community organizations, to establish or expand community collaboratives that bring the public and private sectors together to provide services to persons experiencing homelessness, substance abuse issues, or [and] mental illness. [The department may make a maximum of five grants, which must be made in the most populous municipalities in this state that are located in counties with a population of more than one million.] In awarding grants, the department shall give special consideration to entities:

(1) establishing [a] new collaboratives; or

(2) establishing or expanding collaboratives that serve two or more counties, each with a population of less than 100,000 [collaborative].

(b) The department shall require each entity awarded a grant under this section to:

(1) leverage additional funding from private sources in an amount that is at least equal to the amount of the grant awarded under this section; [and]

(2) provide evidence of significant coordination and collaboration between the entity, local mental health authorities, municipalities, local law enforcement agencies, and other community stakeholders in establishing or expanding a community collaborative funded by a grant awarded under this section; and

(3) provide evidence of a local law enforcement policy to divert appropriate persons from jails or other detention facilities to an entity affiliated with a community collaborative for the purpose of providing services to those persons.

SECTION 2.04. Chapter 539, Government Code, is amended by adding Section 539.0051 to read as follows:

Sec. 539.0051. PLAN REQUIRED FOR CERTAIN COMMUNITY COLLABORATIVES. (a) The governing body of a county shall develop and make public a plan detailing:

(1) how local mental health authorities, municipalities, local law enforcement agencies, and other community stakeholders in the county could coordinate to establish or expand a community collaborative to accomplish the goals of Section 539.002;

(2) how entities in the county may leverage funding from private sources to accomplish the goals of Section 539.002 through the formation or expansion of a community collaborative; and

(3) how the formation or expansion of a community collaborative could establish or support resources or services to help local law enforcement agencies to divert persons who have been arrested to appropriate mental health care or substance abuse treatment.

(b) The governing body of a county in which an entity that received a grant under Section 539.002 before September 1, 2017, is located is not required to develop a plan under Subsection (a).

(c) Two or more counties, each with a population of less than 100,000, may form a joint plan under Subsection (a).

ARTICLE 3. BAIL, PRETRIAL RELEASE, AND COUNTY JAIL STANDARDS

SECTION 3.01. The heading to Article 17.032, Code of Criminal Procedure, is amended to read as follows:

Art. 17.032. RELEASE ON PERSONAL BOND OF CERTAIN [MENTALLY ILL] DEFENDANTS WITH MENTAL ILLNESS OR INTELLECTUAL DISABILITY.

SECTION 3.02. Articles 17.032(b) and (c), Code of Criminal Procedure, are amended to read as follows:

(b) A magistrate shall release a defendant on personal bond unless good cause is shown

otherwise if the:

(1) defendant is not charged with and has not been previously convicted of a violent offense;

(2) defendant is examined by the local mental health or intellectual and developmental disability [mental retardation] authority or another mental health expert under Article 16.22 [of this code];

(3) applicable expert, in a written assessment submitted to the magistrate under Article 16.22:

(A) concludes that the defendant has a mental illness or is a person with an intellectual disability [mental retardation] and is nonetheless competent to stand trial; and

(B) recommends mental health treatment or intellectual disability treatment for the defendant, as applicable; and

(4) magistrate determines, in consultation with the local mental health or intellectual and developmental disability [mental retardation] authority, that appropriate community-based mental health or intellectual disability [mental retardation] services for the defendant are available through the [Texas] Department of State [Mental] Health Services [and Mental Retardation] under Section 534.053, Health and Safety Code, or through another mental health or intellectual disability [mental retardation] services provider.

(c) The magistrate, unless good cause is shown for not requiring treatment, shall require as a condition of release on personal bond under this article that the defendant submit to outpatient or inpatient mental health or intellectual disability [mental retardation] treatment as recommended by the local mental health or intellectual and developmental disability [mental retardation] authority if the defendant's:

(1) mental illness or intellectual disability [mental retardation] is chronic in nature; or

(2) ability to function independently will continue to deteriorate if the defendant is not treated.

SECTION 3.03. Article 25.03, Code of Criminal Procedure, is amended to read as follows:

Art. 25.03. IF ON BAIL IN FELONY. When the accused, in case of felony, is on bail at the time the indictment is presented, [it is not necessary to serve him with a copy, but] the clerk shall [on request] deliver a copy of the indictment [same] to the accused or the accused's [his] counsel[,] at the earliest possible time.

SECTION 3.04. Article 25.04, Code of Criminal Procedure, is amended to read as follows:

Art. 25.04. IN MISDEMEANOR. In misdemeanors, the clerk shall deliver a copy of the indictment or information to the accused or the accused's counsel at the earliest possible time before trial [it shall not be necessary before trial to furnish the accused with a copy of the indictment or information; but he or his counsel may demand a copy, which shall be given as early as possible

SECTION 3.05. Section 511.009(a), Government Code, as amended by Chapters 281 (H.B. 875), 648 (H.B. 549), and 688 (H.B. 634), Acts of the 84th Legislature, Regular Session, 2015, is reenacted and amended to read as follows:

- (a) The commission shall:
 - (1) adopt reasonable rules and procedures establishing minimum standards for the construction, equipment, maintenance, and operation of county jails;
 - (2) adopt reasonable rules and procedures establishing minimum standards for the custody, care, and treatment of prisoners;
 - (3) adopt reasonable rules establishing minimum standards for the number of jail supervisory personnel and for programs and services to meet the needs of prisoners;
 - (4) adopt reasonable rules and procedures establishing minimum requirements for programs of rehabilitation, education, and recreation in county jails;
 - (5) revise, amend, or change rules and procedures if necessary;
 - (6) provide to local government officials consultation on and technical assistance for county jails;
 - (7) review and comment on plans for the construction and major modification or renovation of county jails;
 - (8) require that the sheriff and commissioners of each county submit to the commission, on a form prescribed by the commission, an annual report on the conditions in each county jail within their jurisdiction, including all information necessary to determine compliance with state law, commission orders, and the rules adopted under this chapter;
 - (9) review the reports submitted under Subdivision (8) and require commission employees to inspect county jails regularly to ensure compliance with state law, commission orders, and rules and procedures adopted under this chapter;
 - (10) adopt a classification system to assist sheriffs and judges in determining which defendants are low-risk and consequently suitable participants in a county jail work release program under Article 42.034, Code of Criminal Procedure;
 - (11) adopt rules relating to requirements for segregation of classes of inmates and to capacities for county jails;
 - (12) require that the chief jailer of each municipal lockup submit to the commission, on a form prescribed by the commission, an annual report of persons under 17 years of age securely detained in the lockup, including all information necessary to determine compliance with state law concerning secure confinement of children in municipal lockups;
 - (13) at least annually determine whether each county jail is in compliance with the rules and procedures adopted under this chapter;
 - (14) require that the sheriff and commissioners court of each county submit to the commission, on a form prescribed by the commission, an annual report of persons under 17 years of age securely detained in the county jail, including all information necessary to determine compliance with state law concerning secure confinement of children in county jails;
 - (15) schedule announced and unannounced inspections of jails under the commission's jurisdiction using the risk assessment plan established under Section 511.0085 to guide the inspections process;
 - (16) adopt a policy for gathering and distributing to jails under the commission's jurisdiction information regarding:
 - (A) common issues concerning jail administration;
 - (B) examples of successful strategies for maintaining compliance with state law and the rules,

standards, and procedures of the commission; and

(C) solutions to operational challenges for jails;

(17) report to the Texas Correctional Office on Offenders with Medical or Mental Impairments on a jail's compliance with Article 16.22, Code of Criminal Procedure;

(18) adopt reasonable rules and procedures establishing minimum requirements for jails to:

(A) determine if a prisoner is pregnant; and

(B) ensure that the jail's health services plan addresses medical and mental health care, including nutritional requirements, and any special housing or work assignment needs for persons who are confined in the jail and are known or determined to be pregnant;

(19) provide guidelines to sheriffs regarding contracts between a sheriff and another entity for the provision of food services to or the operation of a commissary in a jail under the commission's jurisdiction, including specific provisions regarding conflicts of interest and avoiding the appearance of impropriety; [and]

(20) adopt reasonable rules and procedures establishing minimum standards for prisoner visitation that provide each prisoner at a county jail with a minimum of two in-person, noncontact visitation periods per week of at least 20 minutes duration each;

(21) [(20)] require the sheriff of each county to:

(A) investigate and verify the veteran status of each prisoner by using data made available from the Veterans Reentry Search Service (VRSS) operated by the United States Department of Veterans Affairs or a similar service; and

(B) use the data described by Paragraph (A) to assist prisoners who are veterans in applying for federal benefits or compensation for which the prisoners may be eligible under a program administered by the United States Department of Veterans Affairs;

(22) [(20)] adopt reasonable rules and procedures regarding visitation of a prisoner at a county jail by a guardian, as defined by Section 1002.012, Estates Code, that:

(A) allow visitation by a guardian to the same extent as the prisoner's next of kin, including placing the guardian on the prisoner's approved visitors list on the guardian's request and providing the guardian access to the prisoner during a facility's standard visitation hours if the prisoner is otherwise eligible to receive visitors; and

(B) require the guardian to provide the sheriff with letters of guardianship issued as provided by Section 1106.001, Estates Code, before being allowed to visit the prisoner; and

(23) adopt reasonable rules and procedures to ensure the safety of prisoners, including rules and procedures that require a county jail to:

(A) give prisoners the ability to access a mental health professional at the jail through a telemental health service 24 hours a day;

(B) give prisoners the ability to access a health professional at the jail or through a telehealth service 24 hours a day or, if a health professional is unavailable at the jail or through a telehealth service, provide for a prisoner to be transported to access a health professional; and

(C) if funding is available under Section 511.019, install automated electronic sensors or cameras to ensure accurate and timely in-person checks of cells or groups of cells confining at-risk individuals.

SECTION 3.06. Section 511.009, Government Code, is amended by adding Subsection (d) to read

as follows:

(d) The commission shall adopt reasonable rules and procedures establishing minimum standards regarding the continuity of prescription medications for the care and treatment of prisoners. The rules and procedures shall require that a qualified medical professional shall review as soon as possible any prescription medication a prisoner is taking when the prisoner is taken into custody.

SECTION 3.07. Chapter 511, Government Code, is amended by adding Sections 511.019, 511.020, and 511.021 to read as follows:

Sec. 511.019. PRISONER SAFETY FUND. (a) The prisoner safety fund is a dedicated account in the general revenue fund.

(b) The prisoner safety fund consists of:

- (1) appropriations of money to the fund by the legislature; and
- (2) gifts, grants, including grants from the federal government, and other donations received for the fund.

(c) Money in the fund may be appropriated only to the commission to pay for capital improvements that are required under Section 511.009(a)(23).

(d) The commission by rule may establish a grant program to provide grants to counties to fund capital improvements described by Subsection (c). The commission may only provide a grant to a county for capital improvements to a county jail with a capacity of not more than 96 prisoners.

Sec. 511.020. SERIOUS INCIDENTS REPORT. (a) On or before the fifth day of each month, the sheriff of each county shall report to the commission regarding the occurrence during the preceding month of any of the following incidents involving a prisoner in the county jail:

- (1) a suicide;
- (2) an attempted suicide;
- (3) a death;
- (4) a serious bodily injury, as that term is defined by Section 1.07, Penal Code;
- (5) an assault;
- (6) an escape;
- (7) a sexual assault; and
- (8) any use of force resulting in bodily injury, as that term is defined by Section 1.07, Penal Code.

(b) The commission shall prescribe a form for the report required by Subsection (a).

(c) The information required to be reported under Subsection (a)(8) may not include the name or other identifying information of a county jailer or jail employee.

(d) The information reported under Subsection (a) is public information subject to an open records request under Chapter 552.

Sec. 511.021. INDEPENDENT INVESTIGATION OF DEATH OCCURRING IN COUNTY JAIL. (a) On the death of a prisoner in a county jail, the commission shall appoint a law enforcement agency, other

than the local law enforcement agency that operates the county jail, to investigate the death as soon as possible.

(b) The commission shall adopt any rules necessary relating to the appointment of a law enforcement agency under Subsection

(a), including rules relating to cooperation between law enforcement agencies and to procedures for handling evidence.

SECTION 3.08. The changes in law made by this article to Article 17.032, Code of Criminal Procedure, apply only to a personal bond that is executed on or after the effective date of this Act. A personal bond executed before the effective date of executed, and the former law is continued in effect for that purpose.

SECTION 3.09. Not later than January 1, 2018, the Commission on Jail Standards shall:

(1) adopt the rules and procedures required by Section 511.009(d), Government Code, as added by this article, and the rules required by Section 511.021(b), Government Code, as added by this article; and

(2) prescribe the form required by Section 511.020(b), Government Code, as added by this article.

SECTION 3.10. Not later than September 1, 2018, the Commission on Jail Standards shall adopt the rules and procedures required by Section 511.009(a)(23), Government Code, as added by this article. On and after September 1, 2020, a county jail shall comply with any rule or procedure adopted by the Commission on Jail Standards under that subdivision.

SECTION 3.11. To the extent of any conflict, this Act prevails over another Act of the 85th Legislature, Regular Session, 2017, relating to non-substantive additions to and corrections in enacted codes.

ARTICLE 4. PEACE OFFICER AND COUNTY JAILER TRAINING

SECTION 4.01. Chapter 511, Government Code, is amended by adding Section 511.00905 to read as follows:

Sec. 511.00905. JAIL ADMINISTRATOR POSITION; EXAMINATION REQUIRED. (a) The Texas Commission on Law Enforcement shall develop and the commission shall approve an examination for a person assigned to the jail administrator position overseeing a county jail.

(b) The commission shall adopt rules requiring a person, other than a sheriff, assigned to the jail administrator position overseeing a county jail to pass the examination not later than the 180th day after the date the person is assigned to that position. The rules must provide that a person who fails the examination may be immediately removed from the position and may not be reinstated until the person passes the examination.

(c) The sheriff of a county shall perform the duties of the jail administrator position at any time there is not a person available who satisfies the examination requirements of this

section.

(d) A person other than a sheriff may not serve in the jail administrator position of a county jail unless the person satisfies the examination requirement of this section.

SECTION 4.02. Section 1701.253, Occupations Code, is amended by amending Subsection (j) and adding Subsection (n) to read as follows: commission shall require an officer to complete a 40-hour statewide education and training program on de-escalation and crisis intervention techniques to facilitate interaction with persons with mental impairments. An officer shall complete the program not later than the second anniversary of the date the officer is licensed under this chapter or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier. An officer may not satisfy the requirements of this subsection [section] or Section 1701.402(g) by taking an online course on de-escalation and crisis intervention techniques to facilitate interaction with persons with mental impairments.

(n) As part of the minimum curriculum requirements, the commission shall require an officer to complete a statewide education and training program on de-escalation techniques to facilitate interaction with members of the public, including techniques for limiting the use of force resulting in bodily injury.

SECTION 4.03. Section 1701.310(a), Occupations Code, is amended to read as follows:

(a) Except as provided by Subsection (e), a person may not be appointed as a county jailer, except on a temporary basis, unless the person has satisfactorily completed a preparatory training program, as required by the commission, in the operation of a county jail at a school operated or licensed by the commission. The training program must consist of at least eight hours of mental health training approved by the commission and the Commission on Jail Standards.

SECTION 4.04. Section 1701.352(b), Occupations Code, is amended to read as follows:

(b) The commission shall require a state, county, special district, or municipal agency that appoints or employs peace officers to provide each peace officer with a training program at least once every 48 months that is approved by the commission and consists of:

- (1) topics selected by the agency; and
- (2) for an officer holding only a basic proficiency certificate, not more than 20 hours of education and training that contain curricula incorporating the learning objectives developed by the commission regarding:
 - (A) civil rights, racial sensitivity, and cultural diversity;
 - (B) de-escalation and crisis intervention techniques to facilitate interaction with persons with mental impairments; [and]
 - (C) de-escalation techniques to facilitate interaction with members of the public, including techniques for limiting the use of force resulting in bodily injury; and
 - (D) unless determined by the agency head to be inconsistent with the officer's assigned duties:
 - (i) the recognition and documentation of cases that involve child abuse or neglect, family violence, and sexual assault; and
 - (ii) issues concerning sex offender characteristics.

SECTION 4.05. Section 1701.402, Occupations Code, is amended by adding Subsection (n) to read

as follows:

(n) As a requirement for an intermediate proficiency certificate or an advanced proficiency certificate, an officer must complete the education and training program regarding de-escalation techniques to facilitate interaction with members of the public established by the commission under Section 1701.253(n).

SECTION 4.06. Not later than March 1, 2018, the Texas Commission on Law Enforcement shall develop and the Commission on Jail Standards shall approve the examination required by Section 511.00905, Government Code, as added by this article.

SECTION 4.07. (a) Not later than March 1, 2018, the Texas Commission on Law Enforcement shall establish or modify training programs as necessary to comply with Section 1701.253, Occupations Code, as amended by this article.

(b) The minimum curriculum requirements under Section 1701.253(j), Occupations Code, as amended by this article, apply only to a peace officer who first begins to satisfy those requirements on or after April 1, 2018.

SECTION 4.08. (a) Section 1701.310, Occupations Code, as amended by this article, takes effect January 1, 2018.

(b) A person in the position of county jailer on September 1, 2017, must comply with Section 1701.310(a), Occupations Code, as amended by this article, not later than August 31, 2021.

ARTICLE 5. MOTOR VEHICLE STOPS, RACIAL PROFILING, AND ISSUANCE OF CITATIONS

SECTION 5.01. Article 2.132, Code of Criminal Procedure, is amended by amending Subsections (b) and (d) and adding Subsection (h) to read as follows:

(b) Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

(2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;

(3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;

(4) provide public education relating to the agency's compliment and complaint process, including providing the telephone number, mailing address, and e-mail address to make a compliment or complaint with respect to each ticket, citation, or warning issued by a peace officer;

(5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;

(6) require collection of information relating to motor vehicle stops in which a ticket, citation, or warning is issued and to arrests made as a result of those stops, including information

relating to:

- (A) the race or ethnicity of the individual detained;
- (B) whether a search was conducted and, if so, whether the individual detained consented to the search; [and]
- (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
- (D) whether the peace officer used physical force that resulted in bodily injury, as that term is defined by Section 1.07, Penal Code, during the stop;
- (E) the location of the stop; and
- (F) the reason for the stop; and

(7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:

- (A) the Texas Commission on Law Enforcement; and
- (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make motor vehicle stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make motor vehicle stops. The agency also shall examine the feasibility of equipping each peace officer who regularly detains or stops motor vehicles with a body worn camera, as that term is defined by Section 1701.651, Occupations Code. If a law enforcement agency installs video or audio equipment or equips peace officers with body worn cameras as provided by this subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(h) A law enforcement agency shall review the data collected under Subsection (b)(6) to identify any improvements the agency could make in its practices and policies regarding motor vehicle stops.

SECTION 5.02. Article 2.133, Code of Criminal Procedure, is amended by amending Subsection (b) and adding Subsection (c) to read as follows:

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of any person operating the motor vehicle who is detained as a result of the stop, including:

- (A) the person's gender; and
- (B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;

(2) the initial reason for the stop;

(3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;

(4) whether any contraband or other evidence was discovered in the course of the search

and a description of the contraband or evidence;

(5) the reason for the search, including whether:

(A) any contraband or other evidence was in plain view;

(B) any probable cause or reasonable suspicion existed to perform the search; or

(C) the search was performed as a result of the towing of the motor vehicle or the arrest of any person in the motor vehicle;

(6) whether the officer made an arrest as a result of the stop or the search, including a statement of whether the arrest was based on a violation of the Penal Code, a violation of a traffic law or ordinance, or an outstanding warrant and a statement of the offense charged;

(7) the street address or approximate location of the stop; [and]

(8) whether the officer issued a verbal or written warning or a ticket or citation as a result of the stop; and

(9) whether the officer used physical force that resulted in bodily injury, as that term is defined by Section 1.07, Penal Code, during the stop.

(c) The chief administrator of a law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, is responsible for auditing reports under Subsection (b)

to ensure that the race or ethnicity of the person operating the motor vehicle is being reported.

SECTION 5.03. Article 2.134(c), Code of Criminal Procedure, is amended to read as follows:

(c) A report required under Subsection (b) must be submitted by the chief administrator of the law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, and must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

(A) evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities; [and]

(B) examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction; and

(C) evaluate and compare the number of searches resulting from motor vehicle stops within the applicable jurisdiction and whether contraband or other evidence was discovered in the course of those searches; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

SECTION 5.04. Article 2.137, Code of Criminal Procedure, is amended to read as follows:

Art. 2.137. PROVISION OF FUNDING OR EQUIPMENT. (a) The Department of Public Safety shall adopt rules for providing funds or video and audio equipment to law enforcement agencies for the purpose of installing video and audio equipment in law enforcement motor vehicles and motorcycles or equipping peace officers with body worn cameras [as described by Article 2.135(a)(1)(A)], including specifying criteria to prioritize funding or equipment provided to law enforcement agencies. The criteria may include consideration of tax effort, financial hardship,

available revenue, and budget surpluses. The criteria must give priority to:

(1) law enforcement agencies that employ peace officers whose primary duty is traffic enforcement;

(2) smaller jurisdictions; and

(3) municipal and county law enforcement agencies.

(b) The Department of Public Safety shall collaborate with an institution of higher education to identify law enforcement agencies that need funds or video and audio equipment for the purpose of installing video and audio equipment in law enforcement motor vehicles and motorcycles or equipping peace officers with body worn cameras [as described by Article 2.135(a)(1)(A)]. The collaboration may include the use of a survey to assist in developing criteria to prioritize funding or equipment provided to law enforcement agencies.

(c) To receive funds or video and audio equipment from the state for the purpose of installing video and audio equipment in law enforcement motor vehicles and motorcycles or equipping peace officers with body worn cameras [as described by Article 2.135(a)(1)(A)], the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency needs funds or video and audio equipment for that purpose.

(d) On receipt of funds or video and audio equipment from the state for the purpose of installing video and audio equipment in law enforcement motor vehicles and motorcycles or equipping peace officers with body worn cameras [as described by Article 2.135(a)(1)(A)], the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency has taken the necessary actions to use and is using [installed] video and audio equipment and body worn cameras for those purposes [as described by Article 2.135(a)(1)(A) and is using the equipment as required by Article 2.135(a)(1)].

SECTION 5.05. Article 2.1385(a), Code of Criminal Procedure, is amended to read as follows:

(a) If the chief administrator of a local law enforcement agency intentionally fails to submit the incident-based data as required by Article 2.134, the agency is liable to the state for a civil penalty in an [the] amount not to exceed \$5,000 [of \$1,000] for each violation. The attorney general may sue to collect a civil penalty under this subsection.

SECTION 5.06. Article 2.135, Code of Criminal Procedure, is repealed.

SECTION 5.07. Articles 2.132 and 2.134, Code of Criminal Procedure, as amended by this article, apply only to a report covering a calendar year beginning on or after January 1, 2018.

SECTION 5.08. Not later than September 1, 2018, the Texas Commission on Law Enforcement shall:

(1) evaluate and change the guidelines for compiling and reporting information required under Article 2.134, Code of Criminal Procedure, as amended by this article, to enable the guidelines to better withstand academic scrutiny; and

(2) make accessible online:

(A) a downloadable format of any information submitted under Article 2.134(b), Code of Criminal

Procedure, that is not exempt from public disclosure under Chapter 552, Government Code; and
(B) a glossary of terms relating to the information to make the information readily understandable to the public. This Act takes effect September 1, 2017.

Senate Speaker of the House

I hereby certify that S.B. No. 1849 passed the Senate on May 11, 2017, by the following vote:
Yeas 31, Nays 0.

Secretary of the Senate

I hereby certify that S.B. No. 1849 passed the House on May 20, 2017, by the following vote:
Yeas 137, Nays 0, one present not voting.

ARTICLE 6. EFFECTIVE DATE

SECTION 6.01. Except as otherwise provided by this Act,

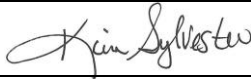
Approved:

Date

Governor

Chief Clerk of the House

RICHLAND HILLS POLICE DEPARTMENT RACIAL PROFILING POLICY

	Richland Hills Police Department		
	Subject: Racial Profiling and Bias-Based Policing		Number: 200.2
	Category: Professional Standards and Conduct		
	Effective Date: May 16, 2023	Supersedes: GO 200.2 (01/2021)	Review Date: January 2024
	Issuing Authority: Kimberly L. Sylvester, Chief of Police		
	Signature of Issuing Authority: 		
	References: TBP 2.01		

NOTE: This General Order is for internal use only and does not enhance an Officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this General Order, if proven, can only form the basis of a complaint by this Department and only in a non-judicial, administrative setting.

I. POLICY

We are committed to upholding constitutional rights in the performance of our duties. Our success is based on the respect we give to our communities, and the respect members of the community observe toward Law Enforcement. To this end, we shall exercise our sworn duties, responsibilities, and obligations in a manner that does not discriminate on the basis of race, sex, gender, sexual orientation, national origin, ethnicity, age, or religion. Understanding and appreciation for diversity and equitable enforcement of the law are essential to our mission.

All enforcement actions shall be based on the standards of reasonable suspicion or probable cause as required by the Fourth Amendment to the U. S. Constitution and by statutory authority. In all enforcement decisions, Officers shall be able to articulate specific facts, circumstances, and conclusions that support probable cause or reasonable suspicion for arrests, searches, seizures, and stops of individuals. Officers shall not stop, detain, arrest, search, or attempt to search anyone based solely upon the person's race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group.

All Departmental orders are informed and guided by this directive. Nothing in this order limits non-enforcement consensual contacts between Officers and the public.

II. PURPOSE

The purpose of this General Order is to inform Officers that bias-based policing is prohibited by the Department. Additionally, this order will assist Officers in identifying key contexts in which bias may influence these actions and emphasize the importance of the constitutional guidelines within which we operate.

III. DEFINITIONS

Most of the following terms appear in this policy statement. In any case, these terms appear in the larger public discourse about alleged biased enforcement behavior and in other orders. These definitions are intended to facilitate on-going discussion and analysis of our enforcement practices.

- A. Bias - Prejudice or partiality based on preconceived ideas, a person's upbringing, culture, experience, or education.
- B. Biased-Based Policing - Stopping, detaining, searching, or attempting to search, or using force against a person based upon his or her race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group.
- C. Ethnicity - A cluster of characteristics that may include race but also cultural characteristics or traits that are shared by a group with a common experience or history.
- D. Gender - Unlike sex, a psychological classification based on cultural characteristics and/or traits.
- E. Probable Cause - Specific facts and circumstances within an Officer's knowledge that would lead a reasonable Officer to believe that a specific offense has been or is being committed, and that the suspect has committed it. Probable cause will be determined by the courts reviewing the totality of the circumstances surrounding the arrest or search from an objective point of view.
- F. Race - A category of people of a particular decent, including Caucasian, Black, Hispanic, Asian, or Native American descent. As distinct from ethnicity, race refers only to physical characteristics sufficiently distinctive to group people under a classification.
- G. Racial Profiling - A law-enforcement initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.
- H. Reasonable Suspicion - Specific facts and circumstances that would lead a reasonable Officer to believe criminal activity is afoot and the person to be detained is somehow involved. Reasonable suspicion will be determined by the courts reviewing the totality of the circumstances surrounding the detention from an objective point of view.

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- I. Sex - A biological classification, male or female, based on physical / genetic characteristics.
- J. Stop - An investigative detention of a person for a brief period of time, based on reasonable suspicion.

IV. PROCEDURES

A. General responsibilities

1. Officers are prohibited from engaging in racial profiling and/or bias-based profiling or stopping, detaining, searching, arresting, or taking any enforcement action including seizure or forfeiture activities, against any person based solely on the person's race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group. These characteristics, however, may form part of reasonable suspicion or probable cause when Officers are seeking a suspect with one or more of these attributes. [TBP 2.01]
2. Investigative detentions, traffic stops, arrests, searches, and property seizures by Officers will be based on a standard of reasonable suspicion or probable cause in accordance with the Fourth Amendment of the U.S. Constitution. Officers must articulate specific facts and circumstances to support reasonable suspicion or probable cause for investigative detentions, traffic stops, subject stops, arrests, nonconsensual searches, and property seizures. Except as provided in paragraph 3, Officers shall not consider race/ethnicity in establishing reasonable suspicion or probable cause. Similarly, except as provided below, Officers shall not consider race/ethnicity in deciding to initiate nonconsensual encounters that do not amount to legal detentions or to request consent to search.
3. Officers may take into account the reported race or ethnicity of a specific suspect or suspects based on trustworthy, locally relevant information that links a person or persons of a specific race/ethnicity to a particular unlawful incident(s). Race/ethnicity can never be used as the sole basis for probable cause or reasonable suspicion. Except as provided above, reasonable suspicion or probable cause shall form the basis for any enforcement actions or decisions. Individuals shall be subjected to stops, seizures, or detentions only upon reasonable suspicion that they have committed, are committing, or are about to commit an offense. Officers shall document the elements of reasonable suspicion and probable cause in appropriate reports.
4. Officers shall observe all Constitutional safeguards and shall respect the constitutional rights of all persons.
 - a. As traffic stops furnish a primary source of bias-related complaints, Officers shall have a firm understanding of the warrantless searches allowed by law, and particularly the use of consent. How the Officer disengages from a traffic stop may be crucial to a person's perception of fairness or discrimination.

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- b. Officers shall not use the refusal or lack of cooperation to justify a search of the person or vehicle or prolonged detention once reasonable suspicion has been dispelled.
 5. All personnel shall treat everyone with the same courtesy and respect that they would have others observe to Department personnel. To this end, personnel are reminded that the exercise of courtesy and respect engenders a future willingness to cooperate with Law Enforcement.
 - a. Personnel shall facilitate an individual's access to other governmental services whenever possible and shall actively provide referrals to other appropriate agencies.
 - b. All personnel shall courteously accept, document, and forward to the Chief of Police any complaints made by an individual against the Department. Further, Officers shall provide information on the complaint process when requested or when it is reasonable to assume such information is desired.
 6. When feasible, personnel shall offer explanations of the reasons for enforcement actions or other decisions that bear on the individual's well-being unless the explanation would undermine an investigation or jeopardize an Officer's safety.
 7. When concluding an encounter, personnel shall thank him or her for cooperating.
 8. When feasible, all personnel shall identify themselves by first and last name. When a person requests the information, personnel shall give their Departmental identification number, name of their immediate supervisor, or any other reasonable information.
 9. All personnel are accountable for and shall justify their actions when required.
- B. Supervisory responsibilities
1. Supervisors shall be held accountable for the observance of constitutional safeguards during the performance of their duties and those of their subordinates. Supervisors shall identify and correct instances of bias in the work of their subordinates.
 2. Supervisors shall use the disciplinary mechanisms of the Department to ensure compliance with this order and the constitutional requirements of Law Enforcement.
 3. Supervisors shall be mindful that in accounting for the actions and performance of subordinates, supervisors are critical to maintaining community trust in Law Enforcement. Supervisors shall continually reinforce the ethic of impartial enforcement of the laws, and shall ensure that personnel, by their actions, maintain the community's trust in Law Enforcement.

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4. Supervisors are reminded that biased enforcement of the law promotes not only mistrust of Law Enforcement, but increases safety risks to personnel as well as exposing the employee(s) and Department to liability.
5. Supervisors shall be held accountable for repeated instances of biased enforcement of their subordinates if the supervisor knew, or should have known, of the subordinate's actions.
6. Supervisors shall ensure that all enforcement actions are duly documented per Departmental policy. Supervisors shall ensure that all reports show adequate documentation of reasonable suspicion and probable cause, if applicable. Any enforcement action that begins as a consensual encounter will also have the circumstances of the initial encounter documented.
7. Supervisors shall facilitate the filing of any complaints about Law Enforcement service.
8. Supervisors shall randomly review at least three video files per officer (two body camera and one in-car camera video) every quarter. For purposes of this General Order, a "quarter" is defined as a 3-consecutive-month period of time, beginning with the months of January through March. Supervisors are not required to watch each incident of an entire shift; however, reviewing the footage in a manner intended to gain an understanding of that officer's performance and adherence to policy and law is required. Supervisors will document the random review of the video in a review log located in a secure network folder titled "Video Review Log" which contains spreadsheets labeled by Officer name (digital form RHPD-387). The spreadsheets contain worksheets separated by year and quarter. Supervisors should not review a Body Worn Camera and in-car video from the same incident for purposes of random review.
 - a. Any violations of policy or law will be addressed through the procedures outlined in General Order 200.3, Internal Investigations. Supervisors shall also review video as it relates to an investigation into a complaint received against an Officer under their command or as assigned by a member of the Command Staff. [TBP 2.01]
9. Section 8 above applies only to first-line uniformed Officers and their immediate supervisors. In the absence of a first-line supervisor this responsibility will move to the Operations Captain.

C. Disciplinary consequences

1. Actions prohibited by this order shall be cause for disciplinary action, up to and including termination. Employees believed to be in violation of any section of this General Order may be subject to investigation as outlined in General Order 200.3, Internal Investigations.

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D. Training [TBP 2.01]

1. Officers shall complete all training required by state law regarding bias-based profiling.

V. COMPLIMENTS AND COMPLAINTS

- A. The Department shall publish “How to File a Complaint” brochures in both English and Spanish and make them available in the public areas at the Police Department and City Hall. The Department’s complaint process and its bias-based profiling policy will be posted on the Department’s website. The information shall include, but is not limited to, the email, physical address, and telephone contact information for making a complaint against an employee. This information shall also be listed on Department-issued citations and written warnings. Officers shall inform citizens receiving a citation or written warning where this information is located on the document.
- B. Citizens who wish to file a complaint on a member of the Department shall be provided a Complaint Form (RHPD-305). The person filing the complaint may provide their own written account of the incident; however, the Officer accepting the complaint shall request the complainant to read and complete the Complaint Form (RHPD-305) and indicate in the narrative section to refer to the previously written statement attached to the packet.
- C. Complaints alleging incidents of bias-based profiling will be fully investigated as described under General Order 200.3, Internal Investigations.
- D. The person filing the complaint will be notified of the results of the investigations once the investigation is completed.
- E. Compliments are also handled in a process similar to complaints. Officers receiving compliments from citizens shall forward the compliments to the Chief of Police, utilizing their chain of command. Verbal compliments shall be recorded on a Personnel Incident Form (RHPD-280). Written compliments from citizens shall be accepted and forwarded to the Chief of Police through the chain of command, along with a Personnel Incident Form (RHPD-280) detailing the circumstances surrounding the compliment.

VI. RECORD KEEPING

- A. The Department will maintain all required records on traffic stops where a citation or warning is issued or where an arrest is made subsequent to a traffic stop. Information gathered during such encounters is outlined in Subsection C below.
- B. The information collected from traffic stops as outlined in Subsection C will be collected and reported by the Chief Administrator to the City Council and to the Texas Commission on Law Enforcement (TCOLE) by March 1st of each year as required by law. The reporting data must include:

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1. A comparative analysis of the information compiled under Article 2.133 of the Texas Code of Criminal Procedure which:
 - a. Evaluates and compares the number of motor vehicle stops, within the applicable jurisdiction, of persons recognized as racial or ethnic minorities and persons who are not recognized as ethnic or racial minorities;
 - b. Examines the disposition of motor vehicle stops made by Officers employed by the agency, categorized according to race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops made within the applicable jurisdiction; and
 - c. Evaluates and compares the number of searches resulting from motor vehicle stops within the applicable jurisdiction and whether contraband or other evidence was discovered in the course of those searches.
 2. Information related to each complaint filed with the agency alleging that a peace Officer employed by the agency has engaged in racial profiling.
 3. Further, as recommended by law, the Department shall maintain audio and video recording equipment in all vehicles utilized for motor vehicle stops. All personnel whose duties include contact with the public shall also be issued a body worn camera to record such interactions. Department supervisors are responsible for reviewing audio and video documentation gathered on vehicle and body worn recording equipment in accordance with Section IV, Subsection B.8 of this General Order.
 4. Failure to submit incident-based data as required by Article 2.134 of the Texas Code of Criminal Procedure shall result in a liability to the state for a civil penalty of an amount not to exceed \$5,000.00 per violation.
- C. The records gathered for purposes of the racial profiling review (referred to as Tier 2 data) shall include:
1. The individual's gender;
 2. The race or ethnicity of the detained individual as stated by the person or as determined by the Officer to the best of their ability;
 - a. Race/Ethnicity means White, Black, Hispanic or Latino, Asian or Pacific Islander, or Alaska Native or American Indian.
 3. Whether the peace Officer knew the race or ethnicity of the detained individual prior to detaining them;
 4. The initial reason for the stop;

RICHLAND HILLS POLICE DEPARTMENT

Page 8 of 8

5. Whether a search was conducted and if so, whether the detained individual consented to the search;
6. Whether contraband or other evidence was found as a result of a search;
7. A description of the evidence or contraband found during the search;
 - a. Evidence or contraband may include illegal drugs/paraphernalia, currency, weapons, alcohol, stolen property, or anything else related to a criminal offense or investigation.
8. The reason for the search;
 - a. Consent, Plain View, Probable Cause/Reasonable Suspicion, Inventory, or Incident to Arrest.
9. Information related to an arrest;
 - a. Whether the Officer made an arrest as a result of the stop or search.
 - b. If an arrest was made, the reason for the arrest.
 - (1) Violation of Penal Code, Violation of Traffic Law, Violation of City Ordinance, or Outstanding Warrant.
10. Whether the peace Officer used physical force during the stop that resulted in bodily injury, as defined by Texas Penal Code Section 1.07;
11. The location of the stop; and
 - a. City Street, US Highway, County Road, Private Property, or Other.
12. Whether a written warning or a citation was issued as a result of the stop.

For additional questions regarding the information presented in this report, please contact:

Del Carmen Consulting©
817.681.7840
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www.delcarmenconsulting.com

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Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: February 26, 2024

Subject: Councilmember Alvarez Absence

Agenda Item:

Excuse the absence of Councilmember Javier Alvarez from the February 12, 2024 regular City Council meeting

Background Information:

As outlined in the City Charter and Council Rules of Procedure, City Council may, by majority vote, excuse the absence or absences of a member. Councilmember Alvarez provided the appropriate notifications prior to his absence.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

Motion to excuse the absence of Councilmember Javier Alvarez from the February 12, 2024 regular City Council meeting

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: February 26, 2024

Subject: Designation of One-Way Streets in School Zones

Agenda Item:

Consider designation of one-way streets in school zones and consider Ordinance 1494-24 repealing section 82-122 regarding one-way streets enumerated other than school zones

Background Information:

The Birdville Independent School District opened Cheney Hills Elementary in August 2021. Since the opening of the school, the Richland Hills Police Department has observed the impacts of traffic ingress and egress during school hours. Additionally, several meetings have taken place with residents who expressed concerns about traffic congestion impacts.

Prior to the start of each school year, the Police Department and Birdville Independent School District (BISD) review school traffic patterns and make adjustments as needed. For the 2023-2024 school year, school district officials redesigned the student drop-off and pick-up procedures at Cheney Hills to allow more traffic to queue inside the school parking lot and relieve congestion on Dreeben Drive. As a result, Police Department staff recommended creating a one-way traffic flow on southbound Dreeben Drive from Baker Boulevard to better support the traffic flow. Crites Street from Baker Boulevard to Allena Lane was designated as a southbound one-way to prevent additional congestion and maximize traffic and pedestrian safety. Allena Lane from Dreeben Drive to Gerome Street was designated as an eastbound one-way only. This pattern encourages traffic to disperse further away from the school and use Rufe Snow Drive which has a traffic control signal.

The one-way traffic pattern was implemented at the beginning of the school year for a ninety (90) day evaluation period in accordance with Richland Hills City Ordinance 82-46. The evaluation period ended on November 16, 2023. During that time, Police Department staff observed reduced drop-off and pick-up times and increased vehicular and traffic safety. Specifically, the one-way traffic flow reduced congestion at the entrance and exit points of the school parking lot.

However, since this change went into effect, the Police Department has received several complaints from neighboring residents who are having issues getting to their homes during school zone times. Several residents attended the City Council meeting on December 18, 2023, to express their concerns regarding traffic flow and congestion.

The Police Department held a Community Town Hall Meeting on January 16, 2024, to gather additional resident feedback on the Cheney Hills traffic flow. Staff then met with BSD officials on January 29, 2024, to share the resident's concerns. The school district agreed to look at options to increase the number of vehicles in the queue line during school pick-up. Since the meeting, school officials have been utilizing a drone to view traffic-related issues at Cheney Hills and are evaluating ways they can improve the ingress and egress of traffic on school property.

One-Way Street Designations:

Based on the traffic analysis and resident and school district feedback, the Police Department recommends the following streets be designated as one-way streets during school zone hours at Cheney Hills Elementary:

- Dreeben Drive from the north property line of 3224 Dreeben Drive to Allena Lane. (southbound only)
- Allena Lane from Dreeben Drive to Gerome Street (eastbound only)

In addition to adding one-way street designations around Cheney Hills, revisions need to be made to the one-way street designations around Richland Middle School and Jack C. Binion Elementary. Due to the redesign and construction of the two schools, the following one-way designations need to be added during school zone hours:

- Bridges Avenue from Labadie Drive to Norton Drive (westbound only)
- Labadie Drive from Hovenkamp Avenue to Bridges Avenue (southbound only)
- Hardisty Street from Norton Drive to Labadie Street (eastbound only)

The following one-way designations should be removed:

- Norton Drive from its intersection with Evergreen Road to Glenview Drive, and its intersection with the 7400 block of Bridges Avenue to Hovenkamp Avenue, traffic to move in a northerly direction.
- Labadie Drive from its intersection with Evergreen Road to Hardisty Street, traffic to move in a northerly direction.
- Hovenkamp Avenue from its intersection with Norton Drive to Labadie Drive, traffic to move in an easterly direction.

- Scranton Drive from its intersection of Evergreen Road to Hardisty Street, traffic to move in a northerly direction.

With the temporary relocation of Mullendore Elementary School to the former Richland Elementary School site, staff reviewed the current one-way street designations and noted the following designations should be added during school zone hours:

- Scruggs Park Drive from Mimosa Park Drive to Latham Drive (northbound only)
- Latham Drive from Scruggs Park Drive to Willow Park Drive (southbound only)

The following one-way designations should be removed:

- Scruggs Park Drive from its intersection with Park Place Drive to Latham Drive, traffic to move in a northerly direction.
- Latham Drive from its intersection with Scruggs Park Drive to Willow Park Drive, traffic to move in a northerly direction.

In conjunction with these one-way street designations, staff has brought forth an ordinance repealing Section 82-122 of the Richland Hills code, which contains contradictory and confusing language regarding specific one-way street designations within the City.

Financial Considerations:

None

Legal Review:

The City Attorney has reviewed the recommendation process for the designation of one-way streets.

Board/Citizen Input:

N/A

Attachments:

Richland Hills Code Division 3 Section 82-116 to 82-122
Ordinance 1494-24

Council Action Requested:

Motion to approve the designation of one-way streets in school zones as listed below:

- Dreeben Drive from the north property line of 3224 Dreeben Drive to Allena Lane. (southbound only)
- Allena Lane from Dreeben Drive to Gerome Street (eastbound only)
- Bridges Avenue from Labadie Drive to Norton Drive (westbound only)
- Labadie Drive from Hovenkamp Avenue to Bridges Avenue (southbound only)
- Hardisty Street from Norton Drive to Labadie Street (eastbound only)
- Scruggs Park Drive from Mimosa Park Drive to Latham Drive (northbound only)
- Latham Drive from Scruggs Park Drive to Willow Park Drive (southbound only)

and motion to approve Ordinance 1494-24 repealing section 82-122 regarding one-way streets enumerated other than school zones.

§ 82-116

§ 82-121

DIVISION 3
One-Way and Rotary Traffic Islands

§ 82-116. Designation of streets, alleys or highways as one-way.

The city council may designate any alley, street or highway for one-way traffic and it shall be the duty of the chief of police to erect upon any roadway so designated appropriate signs giving notice thereof.

[Code 1984, ch. 10, § 9(H)(1)]

§ 82-117. Designation of other roadways for one-way operation.

The city council shall have the authority to designate for one-way by resolution and to erect appropriate signs giving notice thereof:

(1) Any section of roadway specifically designed for one-way operation, such as interchange roadways which are remotely separated for overpass purposes;

(2) Those access drives which require one-way operation for convenience or safety.

[Code 1984, ch. 10, § 9(H)(2)]

§ 82-118. Operation of vehicle in designated direction.

Upon a roadway designated and signposted for one-way traffic, the driver of a vehicle shall drive only in the direction so designated.

[Code 1984, ch. 10, § 9(H)(3)]

§ 82-119. Direction around rotary traffic island.

The driver of a vehicle passing around a rotary traffic island shall drive only to the right of such island.

[Code 1984, ch. 10, § 9(H)(4)]

§ 82-120. Placement of signs.

Whenever any ordinance or resolution of this city designates any one-way street or alley, the chief of police shall place and maintain signs giving notice thereof, and no such regulation shall be effective unless such signs are in place. Signs indicating the direction of lawful traffic movement shall be placed at every intersection where movement of traffic in the opposite direction is prohibited.

[Code 1984, ch. 10, § 12(A)]

§ 82-121. School zones.

Upon those streets and parts of streets in school zones designated as one-way, vehicular traffic shall move only in the direction indicated when signs indicating the direction of traffic are erected and established at every intersection where movement in the opposite direction is prohibited. This section shall be effective only between the hours as posted on the signs on school days and when appropriate signs are in place.

§ 82-121

§ 82-123

[Code 1984, ch. 10, § 12(B)]

§ 82-122. One-way streets enumerated other than school zones.

One-way streets other than school zones shall be as follows:

- (1) Norton Drive from its intersection with Evergreen Road to Glenview Drive, and its intersection with the 7400 block of Bridges Avenue to Hovenkamp Avenue, traffic to move in a northerly direction.
- (2) Hardisty Street from its intersection with Labadie Street to its intersection of Norton Drive, traffic to move in a westerly direction.
- (3) Labadie Drive from its intersection with Evergreen Road to Hardisty Street, traffic to move in a northerly direction.
- (4) Scranton Drive from its intersection of Evergreen Road to Hardisty Street, traffic to move in a northerly direction.
- (5) Scruggs Park Drive from its intersection with Park Place Drive to Latham Drive, traffic to move in a northerly direction.
- (6) Latham Drive from its intersection with Scruggs Park Drive to Willow Park Drive, traffic to move in a northerly direction.
- (7) Hovenkamp Avenue from its intersection with Norton Drive to Labadie Drive, traffic to move in an easterly direction.

[Code 1984, ch. 10, § 12(B.2)]

§ 82-123. through § 82-140. (Reserved)

ORDINANCE NO. 1494-24

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS REPEALING SECTION 82-122 REGARDING ONE-WAY STREETS ENUMERATED OTHER THAN SCHOOL ZONES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, currently Section 82-122 of the Richland Hills Code list contradictory and confusing language regarding specific one-way street designations within the City; and

WHEREAS, the City Council finds that repealing Section 82-122 of the Richland Hills Code is in the best interests of the citizens of the City of Richland Hills.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS:

SECTION 1.

Section 82-122 of Chapter 82 "Traffic and Vehicles" is hereby repealed in its entirety and Section 82-122 through 82-140 of Division 3 "One-Way and Rotary Traffic Islands" of Article III "Specific Street Regulations" of Chapter 82 "Traffic and Vehicles" shall be marked as reserved as follows:

"Secs. 82-122 through Sec. 82-140 - Reserved."

**SECTION 2.
ORDINANCE CUMULATIVE**

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Richland Hills, Texas, as amended, except where the provisions of the is Ordinance are in direct conflict with the provisions of such Ordinances and such Code are hereby repealed.

**SECTION 3.
RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS**

That all rights and remedies of the City of Richland Hills are expressly saved as to any and all violations of the provisions of the City's parking regulations which have accrued at the time of the effective date of this Ordinance; and, as to such accrued

violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 4.
PROVISIONS SEVERABLE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 5.
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on February 26, 2024, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

THE HONORABLE MAYOR EDWARD LOPEZ

ATTEST:

LINDSAY RAWLINSON, CITY SECRETARY

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Terry Leake, Interim Finance Director

Date: February 26, 2024

Subject: FY 2024 Budget Amendments

Agenda Item:

Consider Ordinance 1495-24 approving and adopting an amended budget for Fiscal Year 2024

Background Information:

On February 12, 2024, the City Council approved agenda items 5A Illuminated Street Signs and 5B Parkhill Agreement (Rosebud Park). As stated during the meeting, staff would be bringing a budget amendment to Council at the February 26, 2024 meeting to provide funding for both projects. Below is information regarding the proposed FY 2024 Budget amendments.

Illuminated Street Signs Project – The approved project contract is \$115,780 and the FY 2024 Budget amount allocated in account 089-56112-61-00 for the project is \$90,000, necessitating a budget amendment of \$25,780 to that account. The proposed budget amendment will be to increase line item 089-56122-61-00 from \$90,000 to \$115,780 and increase the total FY 2024 Tax Increment Financing Fund (TIF) budget from \$750,000 to \$775,780. With the adoption of the FY 2024 budget, there was a projected ending fund balance in the TIF Fund of \$212,421 that will provide adequate funding for the budget amendment. Additionally, the expenditure for the illuminated street signs will be allocated to the adopted TIF project plan categories as follows: \$75,000 to Streetscape – Signal/Crosswalk Improvements and \$40,780 to Streetscape – Engineering/Design.

Parkhill Professional Services Agreement for Rosebud Park Improvements - The approved project agreement is \$158,000 and there is available funding in the Capital Projects Fund in the amount of \$160,443. This represents the uncommitted cash balance remaining from previous capital projects. There is no appropriated funding for FY 2024 in the Capital Projects Fund. The proposed budget amendment would be to increase line item 020-56107-88-880P09 to \$160,443 and increase the FY 2024 Capital Projects Fund budget from \$0 to \$160,443. While the budget amendment is slightly greater than the Parkhill agreement, this amount will provide funding that can be used in other areas of the Rosebud Park Improvement project.

Financial Considerations:

There is adequate funding for the proposed FY 2024 Budget amendments to the Capital Projects Fund (Fund 020) and Tax Increment Financing Fund (Fund 089).

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Ordinance No. 1495-24

Council Action Requested:

Motion to approve Ordinance No. 1495-24 approving and adopting an amended budget for Fiscal Year 2024 by increasing the Tax Increment Financing Fund (TIF) budget from \$750,000 to \$775,780 and the Capital Projects Fund budget from \$0 to \$160,443.

ORDINANCE NO. 1495-24

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS, APPROVING AND ADOPTING AN AMENDED BUDGET FOR THE CAPITAL PROJECTS FUND AND TAX INCREMENT FINANCING FUND FOR FISCAL YEAR OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024, PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council, after notice and a public hearing, adopted the budget for the fiscal year of October 1, 2023 to September 30, 2024; and

WHEREAS, the City Council, in accordance with Section 102.010, Texas Local Government Code, desires to make certain changes in the budget for unanticipated municipal projects and purposes; and

WHEREAS, the City Council finds that the proposed amendments for the Capital Projects Fund budget and Tax Increment Financing Fund budget are in the best interest of the municipal taxpayers.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, THAT:

SECTION 1.

The Capital Projects Fund budget and Tax Increment Financing Fund budget, as amended and approved by the City Council, which is attached to this ordinance as **Exhibit A**, and made a part thereof for all purposes, is hereby adopted and approved by the City Council. All aspects of the budget for the fiscal period beginning October 1, 2023 and ending September 30, 2024 not amended pursuant to this Ordinance are hereby ratified.

SECTION 2.

This Ordinance shall be in full force and effect from and after its adoption.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on February 26, 2024, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

ATTEST:

The Honorable Mayor Edward Lopez

Lindsay Rawlinson, City Secretary

EXHIBIT A

Capital Projects Fund (Fund 020)

Expenditures – Capital Projects Fund

- Increase Rosebud Park Improvements – (account 020-56107-88-880P09) of \$0 by \$160,433 for an amended total of \$160,433 for funding for the Parkhill Professional Services Agreement for improvements to Rosebud Park.

The total FY 2024 Capital Projects Fund expenditure budget of \$0 will increase by \$160,443 for an amended expenditure budget total of \$160,443.

Tax Increment Financing (TIF) Fund (089)

Expenditures – TIF Fund

- Increase Miscellaneous Expense (089-56122-61-00) of \$90,000 by \$25,780 for an amended total of \$115,780 for the illuminated street signs project.

The total FY 2024 TIF Fund expenditure budget of \$750,000 will increase by \$25,780 for an amended expenditure budget total of \$775,780.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: February 26, 2024

Subject: Glenview Corridor Plan

Agenda Item:

Consider approval of the Glenview Corridor Plan

Background Information:

On February 27, 2023 the Richland Hills Development Corporation and City Council approved a professional services agreement with Catalyst Commercial, Inc. to complete a concept plan for the Glenview Corridor. The purpose of the Glenview Corridor Plan is to establish a policy and vision to guide future development in the corridor from State Highway 26 to the eastern city limits. The plan coincided with Tarrant County's 2021 Transportation Bond Program which provides a \$5.32M match to improve Glenview Drive and the surrounding infrastructure. The concept plan provides recommendations focused on mitigating safety and mobility issues while improving economic conditions, creating a sense of place and establishing the corridor as a regional destination.

The planning process was initiated in March 2023 and included data collection, evaluation of existing conditions, a market assessment, transportation and mobility audits and public engagement. The draft plan was presented to the public during the City Council Work Session on January 8, 2024. The plan contains two (2) concept options to enhance mobility, increase bicycle and pedestrian safety and create a visually appealing commercial corridor.

The Enhanced Concept includes a four (4) lane road, wider sidewalks, relocation of utilities, safer intersection crossings, a landscape buffer to provide additional separation between pedestrian and vehicular traffic and development of two (2) catalytic sites. The estimated annual net benefit of the Enhanced Concept is \$1.5 million.

The Transformational Concept includes a two (2) lane road with center turn lanes, strategically placed medians, wider sidewalks, relocation of utilities, safer intersection crossings, on-street parking, a landscape buffer to provide additional separation between pedestrian and vehicular traffic and development of four (4) catalytic sites. The estimated annual net benefit of the Transformational Concept is \$4.9 million.

The plan was updated based on City Council and citizen feedback, and a revised concept plan was presented to City Council and the public on February 12, 2024. The revised plan included a Hybrid Concept that combined elements of both the Enhanced Concept and Transformational Concept. The Hybrid Concept includes a four (4) lane road from City Point Drive to the eastern city limits and a two (2) lane road with center turn lanes and strategically placed medians from Booth Calloway west to State Highway 26. The Hybrid Concept was supported by traffic data collected in the corridor, as well as traffic projections included in the City Point traffic impact analysis and projections provided by the project team based on build out of the catalytic sites.

Financial Considerations:

The cost estimate to complete reconstruction of Glenview Drive in 2020 was \$10.64 million. That cost estimate has increased to \$13.33 million based on current construction costs. Infrastructure improvements under the Enhanced Concept are estimated at \$14.9 million. The Transformational and Hybrid Concepts are estimated to cost slightly less at \$14.3 million. Tarrant County has set aside \$5.32 million for Glenview Drive road improvements. Additional funding will be appropriated from the City's sales tax-based Street Improvements Fund as indicated on the Multi-Year Capital Improvement Plan adopted with the FY 2024 Budget.

Cost estimates for future corridor improvements will be completed as the City considers the implementation of those elements.

Legal Review:

N/A

Board/Citizen Input:

Several community touchpoints were held during the corridor planning process. The City hosted two (2) stakeholder workshops on September 14, 2023 for businesses and residents along Glenview Drive. A workshop for City Council and Boards and Commissions was held that same evening. The draft concept plan was presented to the public during the City Council Work Session on January 8, 2024. That presentation was shared on the City's website and residents were encouraged to review the information and share their feedback. An updated draft of the plan concepts was presented to City Council and the public on February 12, 2024. Feedback from the stakeholder and public meetings was used to develop the recommended improvements in the corridor.

Attachments:

Glenview Corridor Plan

Council Action Requested:

Motion to approve the Glenview Corridor Plan.

RICHLAND HILLS **GLENVIEW** **CORRIDOR** **PLAN**

FEBRUARY 2024

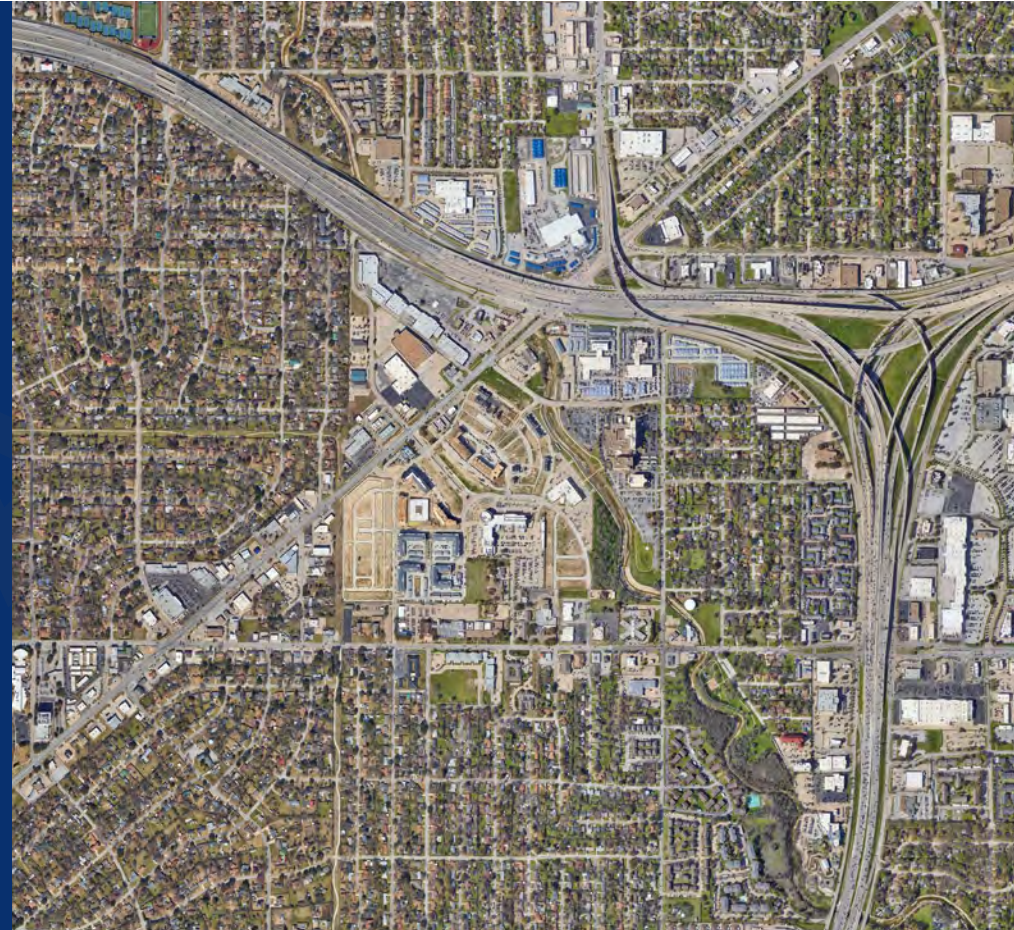


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ACKNOWLEDGMENTS

CITY OF RICHLAND HILLS

City Manager: Candice Edmondson

CITY COUNCIL

Mayor: Edward Lopez

Place 1: Douglas Knowlton

Place 2: Travis Malone

Place 3: Theresa Bledsoe

Place 4: Javier Alvarez

Place 5: Mayor Pro Tem: G.W. Estep

Place 6: Roland Goveas

RICHLAND HILLS DEVELOPMENT CORPORATION

Chair: Edward Lopez

Council Member: Doug Knowlton

Council Member: Travis Malone

Council Member: G.W. Estep

Citizen Member: Allison Barger

Citizen Member: Curtis Bergthold

Citizen Member: Jorge Cisneros

PLANNING AND ZONING

Chair: Michael Wilson

Place 1: Kenneth Keating

Place 3: Jackson Durham

Place 4: Mary Witt

Place 5: Kelle Jones

Alternate 1: Mary Sullivan

CATALYST COMMERCIAL

Jason Claunch

Chris Branham

HALFF ASSOCIATES



Executive Summary

PURPOSE

The purpose of the Glenview Corridor Plan is to establish a policy and vision to guide future development in the corridor from State Highway 26 to the eastern city limits. The plan coincides with Tarrant County's 2021 Transportation Bond Program which provides a \$5.32M match to improve Glenview Drive and surrounding infrastructure. The corridor has unique challenges including lack of pedestrian connectivity, safety and mobility concerns, drainage issues, and disconnected development. The corridor is a strategic connector which links several cities and is positioned to accommodate greater economic output. This concept plan provides recommendations focused on mitigating issues and improving economic conditions, creating a sense of place, and establishing the Corridor as a regional destination.

PROCESS AND PUBLIC ENGAGEMENT

The Glenview Corridor Plan was initiated in March 2023. The process included data collection, a market assessment, transportation and mobility audits and public engagement. An evaluation of existing conditions identified issues such as lack of safety, failing or inadequate infrastructure, and other quality of life concerns.

To enhance the Glenview Corridor, it is crucial to understand the community goals and stakeholder needs. Several community touchpoints were held during the planning process. The City hosted two (2) stakeholder workshops on September 14, 2023 for businesses and residents along Glenview Drive and a City Council/Board session that evening. The draft concept plan was presented to the public during the City Council Work Session on January 8, 2024. That presentation was shared on the City's website and residents were encouraged to review the information and share their feedback. An updated draft of the plan concepts was presented to City Council and the public on February 12, 2024. Feedback from the stakeholder and public meetings were used to develop recommendations to improve the corridor.

EXISTING CONDITIONS

The Glenview Drive corridor is a 1.2-mile segment from Highway 26 to the eastern city limits. Right-of-way (ROW) along this corridor is

approximately 60 feet. There are a variety of land uses along the corridor including residential, institutional, commercial, and industrial. Major developments include City Point, Jack C. Binion Elementary School and several religious and medical institutes. Most of the small businesses are located on independent lots with limited parking, landscaping, and most have separate curb cuts which create pedestrian and vehicle conflicts and safety issues.

TRAFFIC

Existing daily traffic volume on Glenview Dr ranges from a low of 10,947 vehicles per day on the west end of the corridor of 18,987 vehicles per day between Booth Calloway Rd and Interstate 820. Daily traffic volume on Glenview has been slowly declining since 2009.

SAFETY

Crash data of reported major and minor accidents along the corridor within the past five years was also assessed to understand overall safety concerns. Since 2018 there have been 101 reported traffic accidents within the corridor. Twenty-eight percent of these were major accidents. This is due to numerous conflicts, high speeds, and lack of traffic management.

PEDESTRIAN ENVIRONMENT

Glenview has inadequate facilities for bicyclists and pedestrians. Much of the existing sidewalk is in poor condition and the intersections lack ADA-compliant curb ramps and accessible signals at intersections. In addition, the sidewalk has several power poles within its path. A significant portion of the corridor contains fragmented sidewalks and discontinued trails. However, many of the uses along the corridor are dependent on safe connections for students, visitors, and residents.

In addition, Glenview is an auto-centric street that is not conducive to bicycles. However, during this initiative several cyclists were seen traveling unprotected with main lanes of Glenview Drive.

DRAINAGE

The Glenview Corridor is prone to flooding during heavy rain events. The

major area of concern is near Creek Trail Park at Booth Calloway.

GOALS AND DESIGN ALTERNATIVES

A common theme that emerged throughout the public meetings and stakeholder discussions was a desire to adequately accommodate the movement of automobile traffic while improving safety and enhancing walkability. Citizens were most concerned about the lack of suitable pedestrian and bicycle infrastructure, and adequate parking to support businesses.

Based on citizen and stakeholder input, recommendations identified for Glenview Corridor improvements include intersection enhancements, relocation of overhead utilities, street lighting, raised medians, active transportation improvements, drainage upgrades, and landscaping.

TRANSPORTATION ALTERNATIVES

The transportation improvements to Glenview Corridor are meant to enable safe access for all users, including pedestrians, bicyclists, and motorists. As part of this process, the consultant team created multiple scenarios for consideration. There were three final options that were evaluated to explore cost/benefit analysis and optimal impacts. This includes Existing, Enhanced, and Transformational scenarios. The estimated costs for these options range from \$13.3M under the Existing concept to \$14.9M under the Enhanced concept.

In the final draft presentation, the consultant presented a Hybrid scenario that includes a combination of all three concepts. Based on existing conditions and projected traffic volumes, the Hybrid concept would create the desired safety and mobility improvements identified in the concept plan and would cost around \$14.3M. Tarrant County has already committed to providing \$5.32M to Glenview Drive road improvements.

IMPLEMENTATION

Recommendations were proposed depending on their implementation time frame. Higher priority recommendations are typically designed for implementation within a five (5) year time frame. However, funding

may not be immediately available for all improvements and additional prioritization may be necessary to address critical issues. Long-term improvements may require additional analysis, funding, and be dependent on the level of private investment and market conditions. The study recommends the City implement the following short-term recommendations within the next five (5) years:

- Reconstruction of Glenview Drive based on the selected scenario
- Begin the re-zoning process to ensure regulations support the vision
- Develop incentive programs to support the redevelopment of properties along the corridor
- Update the Creek Trail Park Master Plan
- Relocate power poles in conjunction with the Glenview improvements
- Begin land assembly in coordination with Glenview reconstruction
- Incorporate tree planting and sidewalks in the redesign of the Glenview Study Area

FUNDING

The improvements recommended by this program could be funded by several sources, including a Tax Increment Reinvestment Zone (TIRZ), the sales-tax based Street Improvement Fund and Development Corporation Fund, federal grant programs and public-private partnerships.

A brief analysis of potential TIRZ funding based upon the Transformational Scenario could create somewhere between \$8M and \$16.5M, assuming \$25M to \$150M in new investment.

CONCLUSION

The Glenview Corridor Plan identifies the priorities, vision and goals that will guide redevelopment along Glenview Drive. The concept plan provides recommendations to improve mobility, increase bicyclist and pedestrian safety and create a visually appealing commercial corridor. The concepts proposed in the plan are aimed at transforming the Glenview Corridor into a destination that will attract businesses and visitors and increase the economic output of the area.

Purpose

The City of Richland Hills identified the Glenview Study Area as a priority initiative in 2021. The corridor serves as a strategic connector for Richland Hills and the tri-cities of Haltom City, Hurst, and North Richland Hills. The corridor is home to several local businesses and the remainder is occupied by aging commercial uses, schools, and churches. Portions of the corridor are subject to flooding and the current infrastructure is outdated and needs to be replaced and upgraded.

The city engaged Catalyst Commercial to identify and prioritize mobility improvements to improve safety, mobility, attract private investment, and increase economic development. This plan will serve as a guide to better position the corridor for the future and integrate greater safety, mobility, and quality of life for residents, visitors, and commuters. This study considers several scenarios to maximize future roadway improvements and evaluate adjacent land uses in order to enable greater organization and maximize opportunities. The desire is that the recommendations of this plan are implemented in a way that spurs much needed private investment in the corridor. The timing of this study coincides with the Tarrant County Transportation Bond project, which includes a matching grant opportunity to support funding of the future improvements in conjunction with other cities.

PROJECT PROCESS

The corridor study process began in March 2023. The process included extensive analysis of existing conditions and included several meetings with elected officials, staff, citizens, business owners, and other interested members of the community.

GLENVIEW STUDY AREA

The Glenview Study Area is in the northern part of Richland Hills and is roughly bounded by Glenview Drive to the north, Richland Hills city limits (Jordan Drive) to the east, Hardisty Street to the south, and State Highway 26 to the west. The Glenview Study Area is mostly made up of commercial and residential uses in the 7100 and 7200 blocks of Hardisty Street and on the east side of Creek Trail Park near Leslie Drive and Norma Lane. The north side of Glenview Drive is in the city of North

Richland Hills, except for the triangle bounded by Glenview Drive to the south, State Highway 26 to the northwest, and Willman Ave to the east, located in Richland Hills (see Figure 1).

The Glenview Study Area, as a whole, contains a mix of commercial and institutional land uses, underscoring its role as a commercial corridor. The corridor is home to Jack C. Binion Elementary School and several churches. The corridor also backs up to several residential neighborhoods.

A significant driver of change along the corridor is the City Point development, located just north of the study area in North Richland Hills. City Point is a mixed-use redevelopment of the North Hills Mall site that began in 2014. The developer purchased the property surrounding the new North Richland Hills city hall in 2019. Once complete, this project will consist of 370 single family homes, 600 multifamily units, a 182,000 square foot city hall, 350,000 square feet of medical office space, a hotel, and 60,000 square feet of retail space.

The Glenview Study Area is a main connector between State Highway 26 and Interstate 820, but alternative routes coupled with changes in traffic patterns have reduced traffic counts on Glenview Drive. Today, most of the traffic is concentrated in the morning and afternoons as a result of local school traffic and commuters.

The City of Richland Hills is located in northeast Tarrant County, surrounded by multiple highways that provide accessibility to both Fort Worth and Dallas. Downtown Fort Worth is approximately 12 minutes from the Glenview Study Area and Downtown Dallas is roughly 28 minutes away. This location is also central to a large customer and employment base. There are 98,000 residents within 3-miles and 278,000 residents within 5-miles of the study area.

Richland Hills is largely made up of single family detached housing at 71.8% of the housing stock, but does have a larger variety of housing options than the surrounding areas. Richland Hills is well positioned for

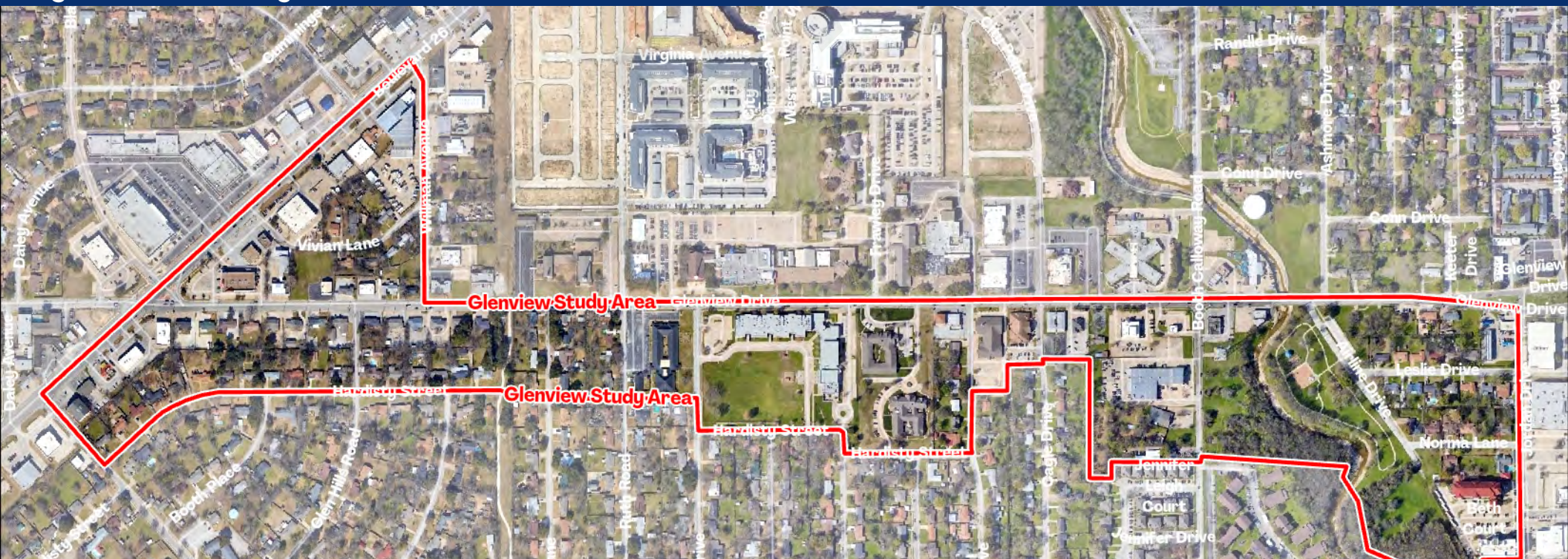
redevelopment and revitalization of both the residential and commercial areas of the city, and with accessibility, adjacency to City Point, upgrade of Creek Trail Park, and regional population growth, the Glenview Study Area is well positioned to take advantage of this opportunity.

Dallas-Fort Worth Metroplex has expanded steadily outward but there is new interest in first ring suburban cities as traffic and distance to the urban core increases. As a result, Richland Hills is very well positioned to capture this growth with excellent transportation options, convenient access to DFW International Airport, proximity to regional employment centers, relatively affordable housing, and access to a broad array of retail options.

<i>Economic Snapshot</i>	Richland Hills	Tarrant Co	DFW Metroplex
2010 Population	7,783	1,809,478	6,366,542
2010 - 2023 Annual Growth	0.7%	1.5%	1.8%
2023 Population	8,487	2,189,354	8,058,326
2023 - 2028 Annual Growth	-0.6%	1.1%	1.3%
2028 Population	8,240	2,312,254	8,605,015
Median Age	42.9	35.3	35.5
Average HH Size	2.61	2.73	2.73
Median HH Income	\$66,371	\$75,052	\$79,409
Median Home Value	\$239,410	\$281,792	\$311,758
Daytime Worker Population	4,714	1,095,299	4,133,423
Owner-Occupied Housing	66.2%	60.2%	59.8%
Single Family Detached Housing	71.8%	66.6%	63.2%

Source: Esri

Figure 1: Glenview Study Area





PUBLIC ENGAGEMENT

Public input is an important part of the planning process to provide valuable insight that city officials and planners can use while developing goals and recommendations for the Glenview Study Area. Public input allows citizens with diverse cultural and professional backgrounds to provide their opinions and guidance to the planning process. The input from citizens gives valuable input about local nuances and priorities as citizens who have lived in the community for years have a better understanding of what makes the community work and what is important to the citizens.

The Catalyst Commercial team conducted an open house for corridor stakeholders on September 14th, 2023 to receive public input. Figure 2 is a depiction of input from the open house that identified areas for development, redevelopment, or revitalization at various locations within the Glenview Study Area.

FOCUS GROUPS

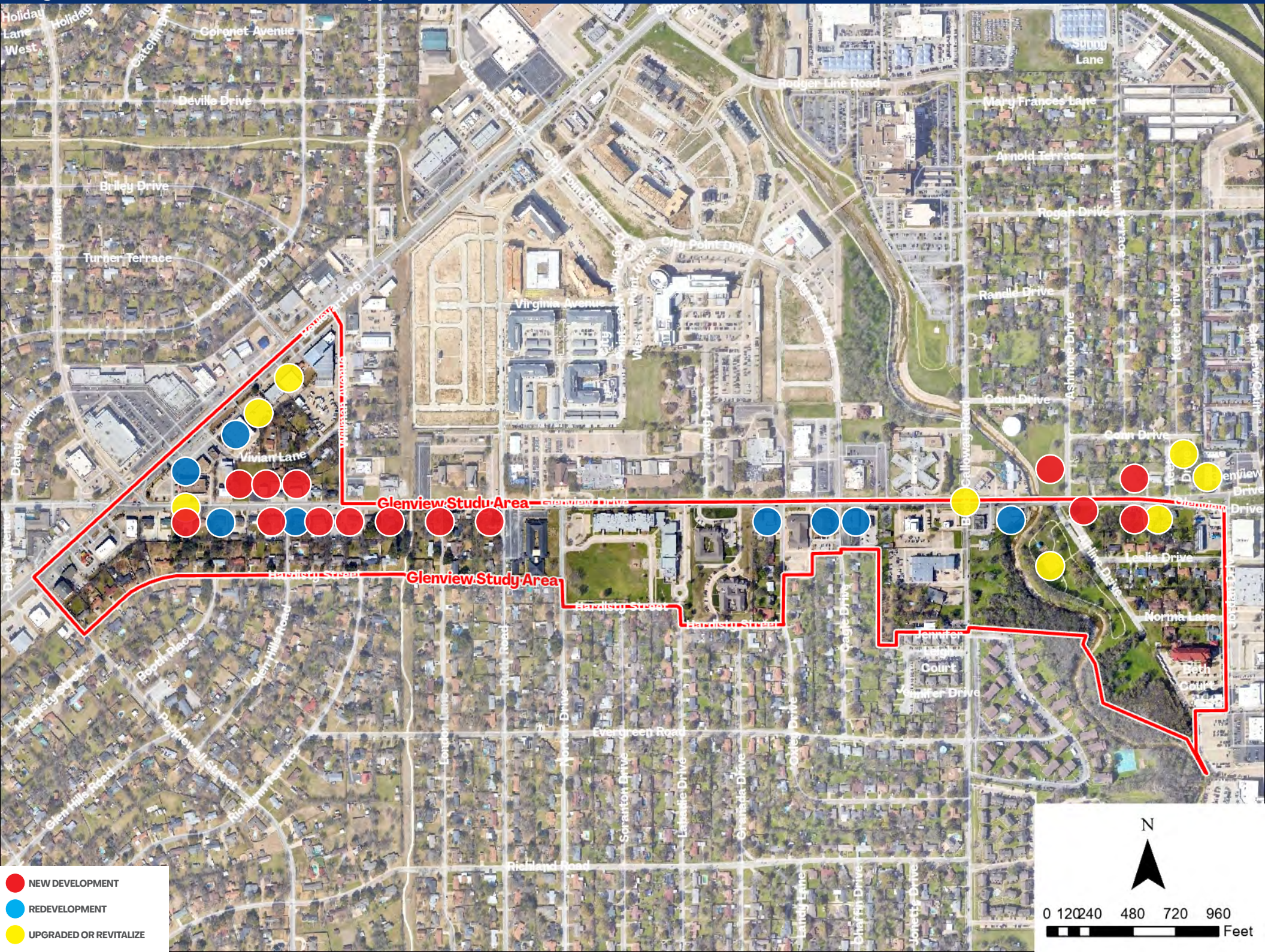
Two focus groups were conducted to provide feedback on initial ideas: city staff to explore scenarios, and a joint focus group with North Richland Hills and Richland Hills to discuss joint benefits of future improvements.

CITY COUNCIL WORK SESSION

A public worksession was scheduled for January 8, 2024 to receive input and make final recommendations to city council.

Figure 2: Public Feedback on Economic Opportunities

The map displays public feedback on economic opportunities in Glenview, Illinois. The feedback is categorized into three types: New Development (red circles), Redevelopment (blue circles), and Upgraded or Revitalize (yellow circles). The map is divided into three study areas by red lines. The legend in the bottom left corner defines the colors: red for 'NEW DEVELOPMENT', blue for 'REDEVELOPMENT', and yellow for 'UPGRADED OR REVITALIZE'. A north arrow and a scale bar (0 to 960 feet) are located in the bottom right corner. The map shows various streets and landmarks, including the Glenview High School and the Glenview Public Library.



WHAT IS ONE WORD YOU WOULD USE TO DESCRIBE THE CORRIDOR?

- Old
- Haphazard
- Disconnected
- Mess
- Its there
- Run-down
- Opportunity
- Church
- Connector - link for a modern shopping center
- Cut-through - not what it should be
- We need a name to tell what it is and where it is. Example: The Shops on Glenview.

WHAT ARE TOP THREE THINGS THAT NEED TO BE CHANGED IN THE NEXT 5-10 YEARS?

- Vertical mixed-use (4-5 stories)
- Feel attractive
- Power lines out of sight
- Multi-modal
- Walk and bike friendly
- Mixed businesses to attract non-residents
- Consistent appearance
- Improved sidewalks
- Safe & Confident
- Attractive to younger customers
- Beautify
- Roundabout to replace traffic lights
- Widen road, add sidewalks, more lighting
- Enhancements (trees, wider sidewalks, have city buy land for metered parking)

WHAT ARE THE ASSETS/ELEMENTS WITHIN THE CORRIDOR THAT NEED TO BE ENHANCED/PROTECTED?

- Improve small business look/attraction
- Protect small businesses
- Crosswalks/streetwalks (ad-hoc like SMU)
- Trailhead
- Rear parking
- Connection to Creek Trail Park

WHAT CHALLENGES DOES THE CORRIDOR FACE THAT COULD IMPEDE OR IMPACT ECONOMIC OPPORTUNITY?

- Current businesses
- Size of Glenview (can't be expanded due to ROW)
- City parking
- Construction will ruin businesses
- Small businesses resistant to taking frontages
- Parking
- Appearance
- Businesses don't fit the model
- People resistant to change
- Finances

WHAT BIG MOVES DO YOU THINK WOULD IMPROVE ECONOMIC DEVELOPMENT IN THE CORRIDOR?

- Shared parking between businesses
- Create street parking
- Metered city parking
- Better development standards
- Money
- Single lane traffic each way
- Remove current households
- Pedestrian/bike friendly
- Better design standards

WHAT DO YOU FEEL ARE THE TOP 3 ECONOMIC PRIORITIES FOR THE CORRIDOR?

- Fostering small business
- Metered city parking
- Redevelopment of existing structures
- Attracting more retail
- Redeveloping existing structures
- Attracting retail
- Enhancing curb appeal

STRENGTHS

- Existing churches
- Small businesses
- Traffic
- Connectivity
- Proximity to thriving areas
- Location in NE Tarrant Co
- Close to NRH City Point

WEAKNESSES

- Traffic congestion
- Lack of sidewalks
- Unprotected crossings
- No crosswalks
- Speeds
- Not attractive to customers
- Parking
- No uniformity
- Lack of viable businesses
- Aging appearance
- Old infrastructure
- Telephone poles
- Not a priority to NRH
- Surrounding businesses/types
- Continuity

OPPORTUNITIES

- High growth
- NRH Town Center
- City parking that is metered
- Improve road, lighting, sidewalks
- Make attractive
- Enhance Creek Trail Park
- Develop Hardisty
- Major economic engine for RH
- Become a “go to” location for non-residents and their money

THREATS

- Insufficient parking, no city parking
- Speed
- Size of road
- City codes
- No investment
- Poor mobility
- Not enough funds to implement
- Age of nearby residents
- Conflict between RH and Tarrant County goals
- Finances
- Space constraints

Existing Conditions

As part of the planning process, the Catalyst team synthesized the major issues and opportunities from the public engagement to accomplish the vision and capture the goals for the corridor.

ISSUES

Pedestrian Accessibility

The current dimensions of sidewalks along Glenview Drive restrict the movement of pedestrians, particularly bi-directional foot traffic, which creates conflicts and compromises safety. There are gaps in the sidewalk network along the Glenview Study Area that reduce overall connectivity for pedestrians. The location of electrical poles obstructs the sidewalk, impacting the functionality of the sidewalks and poses a barrier to users, especially for those using mobility assisted devices such as wheelchairs. The pedestrian environment along the Glenview Study Area does not currently provide a safe and comfortable user experience, reducing the ability of the corridor to achieve its economic potential. Additionally, there are numerous driveways along the corridor that interrupt the existing sidewalks through changes in slope as the pedestrian approaches the driveway apron.

Crossings & Intersections

Roadway crossings along the Glenview Study Area present conflict points for both vehicular and pedestrian traffic. Most intersections along Glenview Drive lack crosswalk pavement striping, which would increase visibility for all roadway users. Currently existing curb ramps are obstructed and do not provide ample space for pedestrians to wait to cross the roadway. Although there are Push-Button Activated Pedestrian Traffic Signals, additional enhancements would create a more comfortable, safer, and highly-visible crossing experience. There are locations along the corridor that pedestrians may wish to cross between intersections; however, signalized mid-block crossings do not exist today. Additionally, the driveways along the corridor present conflict between pedestrians crossing the driveway and vehicular ingress and egress.

Mobility

A high-level review of 2022 traffic counts collected along this segment of Glenview Drive and recent and historic traffic count data from Texas Department of Transportation's (TxDOT) Traffic Count Database System shows that the Annual Average Daily Traffic (AADT) has decreased over time. The number of Vehicles Per Hour (VPH) during peak hour, meaning traffic occurring at high travel times in the morning and evening, is less than half of the anticipated number of vehicles for this roadway classification according to the Highway Capacity Manual. Aligning road capacity with actual traffic volumes would provide a safer roadway configuration for users by implementing elements that narrow the portion of the right-of-way dedicated to vehicular movement. There are several locations on the corridor where crashes have been recorded indicating the need for additional safety measures to protect all roadway users.

Compatible Land Use

The existing land uses within the Glenview Study Area are largely commercial and office uses as well as several institutional or community services such as schools and places of assembly. There are few residential units that front Glenview Drive, with most formerly-residential uses converted to commercial use. Some of these residential units are oriented towards Glenview Drive, which reduces livability. In addition, residential creates less revenue than commercial and impedes economic development of additional commercial uses.

OPPORTUNITIES

Safety

The Glenview Study Area presents ample opportunities to improve safety for both pedestrians and motor vehicles. Increasing safety measures, particularly at intersections, would more effectively communicate how roadway users should interact with one another during crossing movements and decrease potential conflicts that may result in collisions. These safety measures can take the form of additional traffic control signage, signalized crossings, and highly visible pavement markings or pavement treatment to indicate pedestrian crossing locations. Safety, and consequently accessibility, can be increased through expanding

sidewalks that allow for multiple users and bi-directional foot traffic and removal of obstructions such as utility poles.

Mobility

There is an opportunity to reconfigure the roadway in a manner that creates more efficient mobility. As the current capacity is greater than what is currently needed, there is opportunity to implement dedicated turn lanes and increase sidewalk use, which would more effectively use the right-of-way to support pedestrian and vehicular mobility. Consolidation of driveways along the Glenview Study Area to access rear parking for the commercial and retail uses would greatly reduce the number of conflict points during vehicular ingress and egress. Additionally, filling any gaps in the sidewalk network to connect to destinations along the corridor is an opportunity to increase walkability, increase pedestrian access, and meet ADA requirements.

Quality of Life

Glenview Drive could be a destination corridor for the surrounding neighborhoods, and this can be achieved by incorporating placemaking elements that activate the roadside. Increased quality of life of the corridor can be achieved by programming the public realm through robust streetscape and landscape standards, providing street furniture such as benches, and prioritizing walkability. Redevelopment of this corridor with a focus on making a comfortable pedestrian environment can reinvigorate the area, which attracts new economic and development opportunities and gives the corridor a recognizable identity.

ECONOMIC DEVELOPMENT

A redesign of the Glenview Study Area would aid in economic development of the area. Allowing mixed-use projects would return a higher property value (and the resulting property tax revenue) per square foot as well as more sales tax revenue than the city is currently collecting from the corridor. Redevelopment of the Glenview Study Area would create additional jobs and a mixed-use program would make the corridor more walkable and accessible with additional placemaking than the current low-density, suburban program.

The concepts laid out later show the market potential of the corridor to contribute additional tax revenue to the City of Richland Hills. The Transformative concept, once built-out, would contribute a net additional fiscal benefit to Richland Hills in the amount of \$4.9M annually through additional property and sales taxes.

TARRANT COUNTY TRANSPORTATION BOND

An initial Transportation Bond Program was created in 2006, which approved \$200 million in funds for countywide roadway improvement projects. To support the municipalities within the county responsible for the thoroughfares that require improvements the Tarrant County Commissioners Court approved the development of a new Transportation Bond Program (TBP) in 2021. This bond program was approved by voters for \$225 million in transportation improvement projects focused on increasing mobility, reducing congestion, enhancing safety, and improving connectivity.

Funding allocation of \$200 million was reserved for Call for Projects funding category, which is the category municipalities can submit projects for consideration. Projects in this category require a local funding match of at least 50% of the total project cost identified during project submittal. Reconstruction of Glenview Drive, from State Highway 26 at the west to Jordan Drive at the east, was selected from the 2021 Tarrant Transportation Bond Program. The submittal included pavement reconstruction, new curb and gutter, drainage improvements, and new signalization for an estimated cost of \$10,642,050.

Existing Conditions

TRAFFIC CONDITIONS

For this planning effort, a high-level review of existing traffic conditions was conducted to inform the future potential of the Glenview Study Area. Richland Hills had citywide traffic counts collected in 2022 with two of the counter locations along the segment of Glenview Drive that is part of this study. These counts showed total traffic on the west end of the corridor near State Highway 26 at 11,000 VPD (peak hour was 1,200 VPH) and at the east end, near Booth Calloway Road, at 10,000

VPD (peak hour was 1,900 VPH). These counts were based on average of traffic counts over a five-day period.

Historic traffic data from TxDOT's Traffic Count Database System (TCDS) was also reviewed to understand how the roadway is currently serving mobility needs of the corridor. TxDOT has four counter locations within the corridor and the historic counts are summarized as Average Annual Daily Traffic Counts (AADT) in the tables on this page.

Crash data of reported major and minor accidents along the corridor within the past five years was also assessed to understand overall safety concerns. The reported crashes are illustrated in Figure 3, highlighting areas of high and low concentration of incidents. Higher concentrations of crashes have historically occurred at major intersections, indicating the need for additional safety interventions.

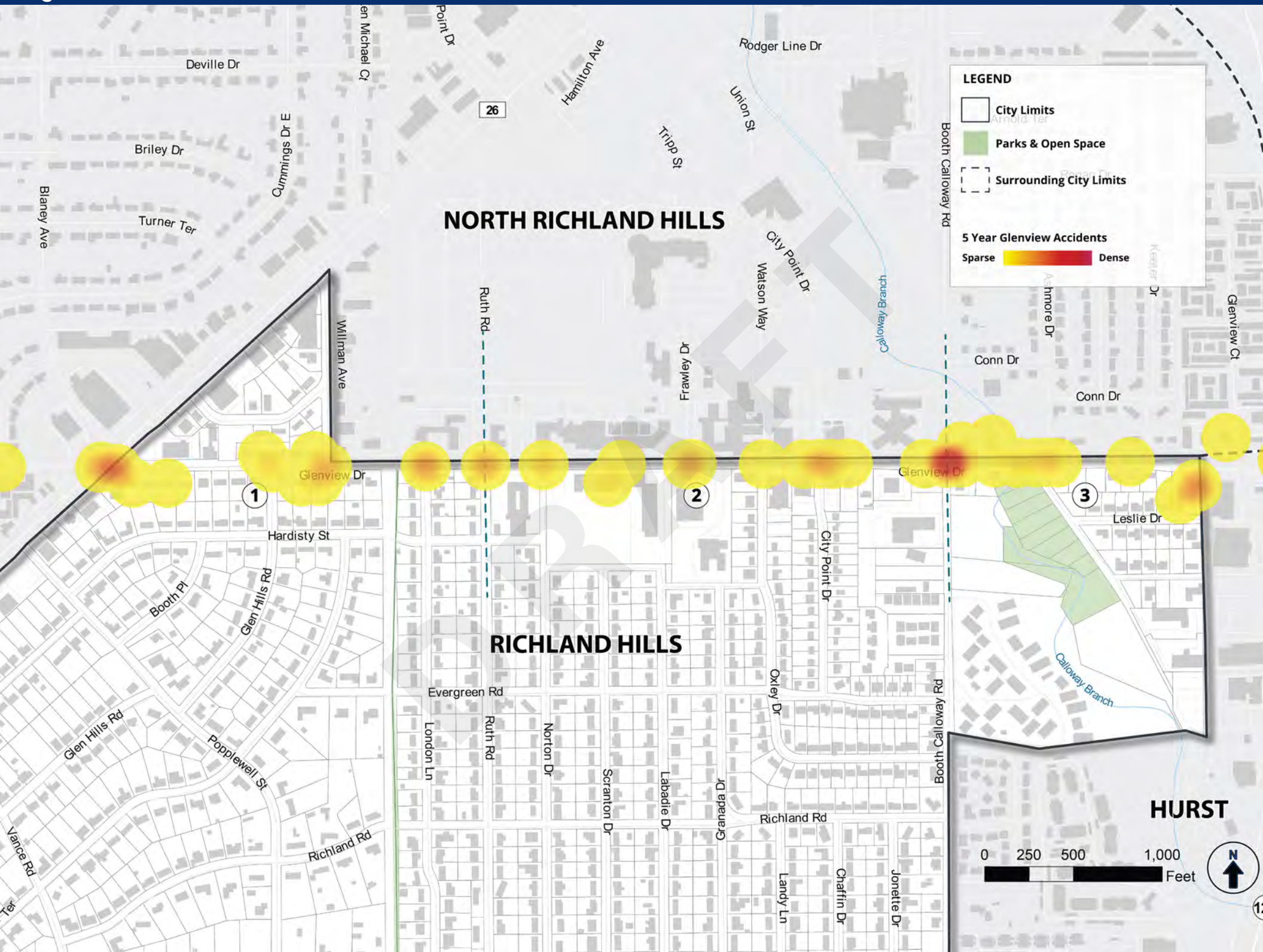
Glenview Drive & Booth Calloway Road (East)		
Year	AADT	Annual Growth
2009	17,400	
2019	13,525	-2%
2022	13,130	-1%

Glenview Drive & Booth Calloway Road (West)		
Year	AADT	Annual Growth
2004	17,190	
2009	13,990	-4%
2014	15,718	-2%
2019	11,005	-6%

Glenview Drive & SH 26		
Year	AADT	Annual Growth
2009	10,110	
2014	12,249	4%
2022	11,110	-1%

Glenview Drive & I-820		
Year	AADT	Annual Growth
2014	19,026	
2019	15,262	-4%
2022	14,817	-1%

Figure 3: Vehicle Crashes



Existing Conditions

EXISTING LAND USE

The existing land use along Glenview Road between State Highway 26 and Interstate 820 primarily consists of non-residential uses. Office, retail, and commercial uses account for the majority of properties along the corridor today. Towards the center of the study area there are a few public/semi-public uses in the form of an elementary school and a couple of churches. A handful of single-family residents can be found in pockets of the study area as well. The proximity of these uses to each other along Glenview Road create a land use environment that would benefit from corridor designed to promote walkability, activated streets, and serve as a gathering place for residents and visitors. New development and redevelopment that arises on the corridor, if focused on bring new uses or expanding upon the existing retail and commercial uses, could transform the corridor into a future economic driver for the city.

ZONING REGULATIONS

The current zoning ordinance for the City is comprised of 13 establish zoning districts, of the 13 districts, four are located along Glenview Road, as illustrated in Figure 4. Current zoning has provisions for site development including but not limited to building size, building height, and lot size and coverage. Additional requirements for parking, accessory structures, and performance standards are also found within the zoning ordinance. Beyond the individual district and site development requirements the zoning code includes the responsibilities of various governing bodies and outlines the development review process.

The portion of Glenview within the study area boundaries is primarily non-residential uses, most of which is zoned as professional office. The professional office zoning district focuses on smaller-scale buildings, which provide a more comfortable pedestrian environment. Additionally, there are significant areas zoned as mixed-use, which is listed under special zoning districts in the ordinance, promoting pedestrian-friendly developments that combine residential and non-residential uses. The present zoning code does not provide the development regulations necessary to propel the vision of this study. Further assessment of the zoning ordinance is recommended to update outdated or incompatible regulations, better define the pedestrian realm, and provide standards for site and building development that reflect

that desired character of the corridor (i.e., setbacks, parking location, architectural elements).

CORRIDOR FRAMEWORK - EXISTING POLICIES AND REGULATIONS AUDIT

Purpose

Evaluation of existing zoning and land use regulations is critical to understanding existing parameters for development and identifying where modifications or new regulations may be necessary. The provisions outlined in the existing Code of Ordinances support a development style that is different than the character framework envisioned in this plan. While existing regulations may remain desirable and applicable in other development contexts in Richland Hills, they do not achieve the desired character envisioned for the Glenview Road Corridor.

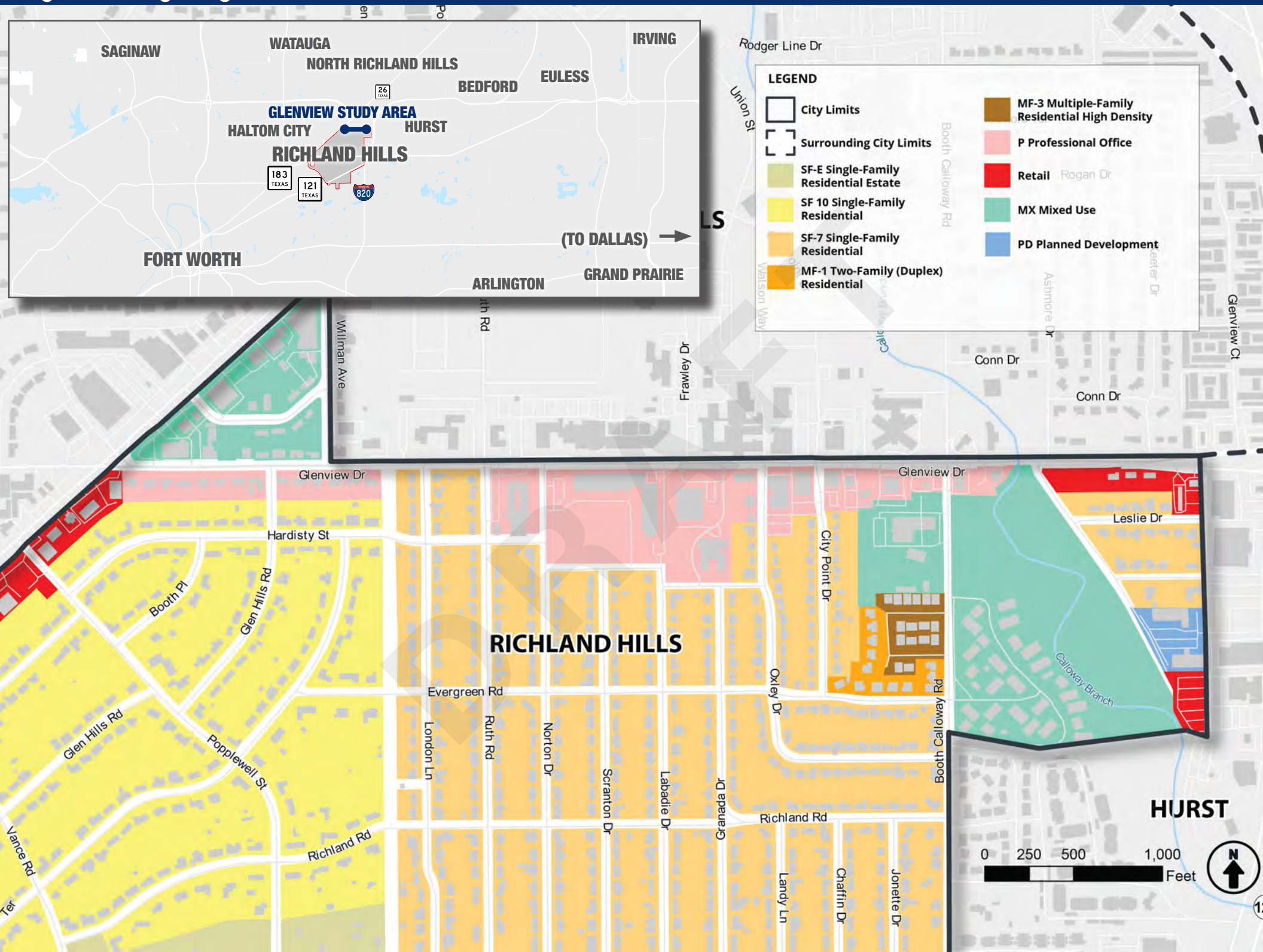
Zoning Districts

The existing zoning framework is primarily use-based, where there are separate zoning districts for different types of land uses with the exception of the Mixed-Use District. This approach to zoning isolates uses from one another without creating significant differences in the character of overall development. Along the Glenview Road Corridor the following zoning districts exist today:

- Two-Family (Duplex) Residential
- Professional Office
- Retail
- Mixed-Use

For each district, specific area regulations are outlined including, but not limited to, building height, yard depths, lot size and coverage. The area regulations currently associated with the first three listed zoning districts promote a character that does not reflect the walkable, urban environment intended for the redevelopment of the corridor. The Mixed-use Zoning districts more closely represents the desired development character, although additional regulations should be considered.

Figure 4: Existing Zoning



Existing Conditions

Site & Building Form

Beyond the area regulations that are detailed for each zoning district there are supplemental development regulations for residential and nonresidential development in the City's Code of Ordinances. These supplemental regulations for nonresidential development are applicable to the districts along Glenview Road and regulate exterior material standards and facade articulation. Lot and block standards can be found within the subdivision regulations. Additional development regulations that could inform more advanced building design, architectural, or public realm/placemaking standards that would facilitate the Glenview Road vision aren't found within the existing code.

Parking Requirements

Within the site development requirements of the zoning ordinance there is a section dedicated to off-street parking and loading requirements, which primarily points to the use chart for specific minimum off-street parking amounts required for each land use. Within this ordinance there are special off-street parking provisions for nonresidential and multifamily districts specific to calculating shared parking spaces for creating shared parking agreements, which supports the character envisioned by this plan. Specification for the specific location for parking for nonresidential uses is not found anywhere in the Code of Ordinances but help facilitate the vision moving forward.

Driveways

Within the subdivision regulations there are provisions for driveways for multifamily residential and nonresidential uses. Besides specifics for location and width this section also states that joint driveway approaches may be approved. The current conditions on the Glenview Road corridor include a significant number of driveways which could be shared between properties through an agreement and approval process outlined in the subdivision regulations.

Landscape Requirements

There is a chapter in the Code of Ordinances dedicated to landscaping, within which there is a section outlining the landscape requirements for

specific zoning districts and uses. For multifamily and nonresidential properties there are provisions for elements such as landscaping area percentage, landscaped setbacks, and required trees and shrubs. There are additional supplemental landscaping requirements for nonresidential and multifamily developments with specifics to front yards, off-street parking and vehicular areas, and open space landscaping. Provisions for a landscape buffer, sometimes referred to as a greenway between the curb and sidewalk within a street right-of-way, are not found within the current code.

Active Transportation

Requirements specific to active transportation infrastructure or user groups is not identified within the current Code of Ordinances. Upon review of the code provisions for active transportation infrastructure including, but not limited to, general definitions, facility types, designated user groups, and infrastructure design, location, and permitted uses, were not found. As multi-modal corridors become a priority in Richland Hills, codifying language regarding these facilities and their users will be essential.

Wayfinding & Art

Policies regarding wayfinding signage and public art do not exist today for the City of Richland Hills. Both elements add to the overall branding and identity of an area, transforming a roadway into a destination. Adopting policies regarding implementation of a wayfinding program along Glenview Road and reserving space for the incorporation of public art as redevelopment happens plays a key role in achieving the long-term vision of the corridor.

CORRIDOR FRAMEWORK - TRANSPORTATION AND MOBILITY AUDIT

Corridor Dimensions

For this study, an approximately 1-mile segment of Glenview Drive between State Highway 26 and Interstate 820 was evaluated. It is important to note that Glenview Drive serves as the border between the City of Richland Hills and the City of North Richland Hills; therefore,

this audit concentrates the review on the southern half of the right-of-way (ROW), which is within Richland Hills jurisdiction. This segment of Glenview Drive is a 4-lane undivided road with speed limits of 30 MPH and multi-modal infrastructure limited to sidewalks. The existing ROW varies from 50-60 feet, with an expanded ROW at the Booth Calloway Road intersection to accommodate dedicated turn lanes. There are over 40 driveways on the Richland Hills side of the roadway, with many commercial buildings having more than one driveway for ingress and egress. The sidewalks along most of the Glenview Study Area average about 4 feet in width with segments near the Jack C. Binion Elementary School expanding to 5 feet.

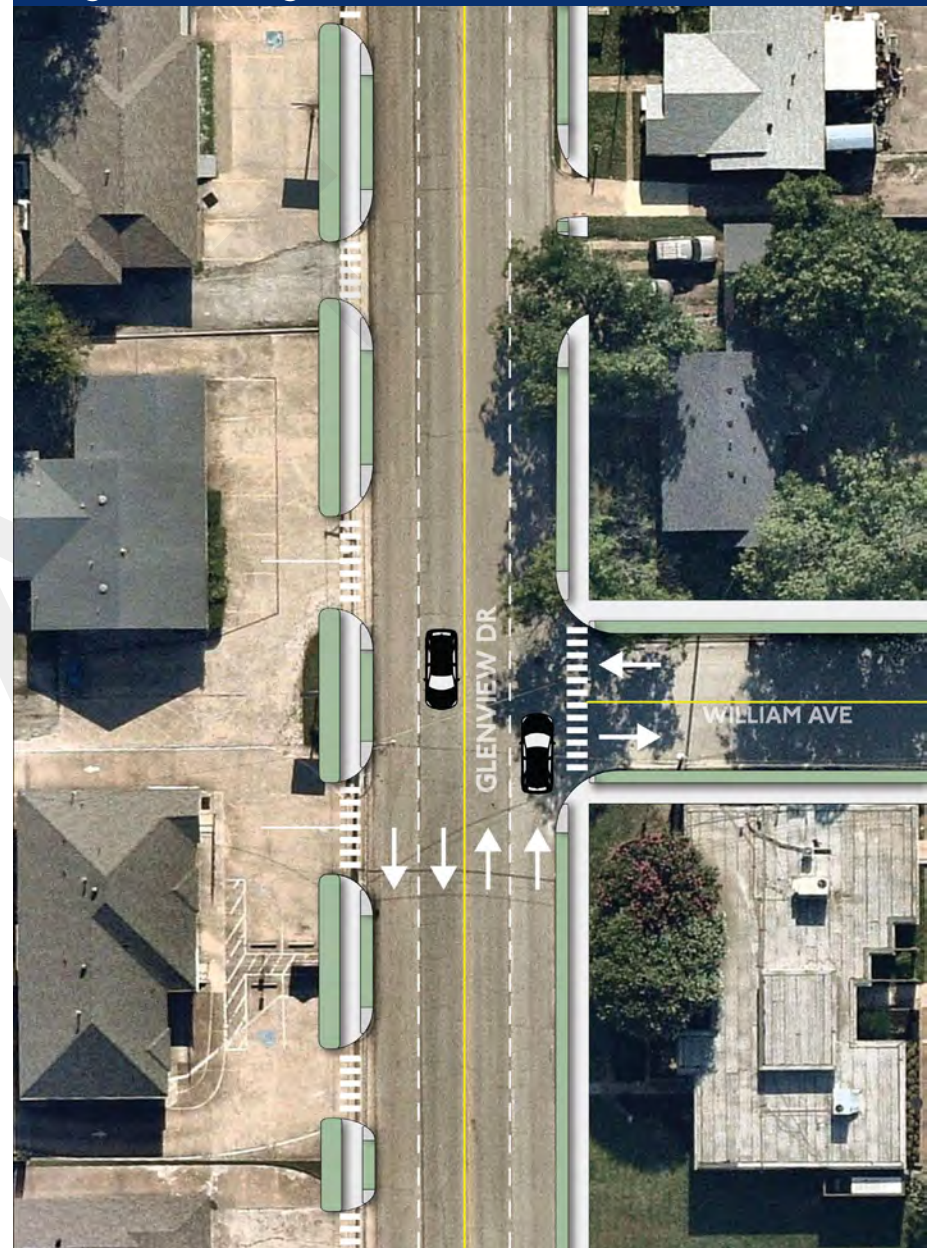
Key Intersections

While there are several roadways that intersect with Glenview Drive, there is one major intersection, Booth Calloway Road. Booth Calloway Road is the only intersection with dedicated turn lanes and one of two intersections with Push-Button Activated Pedestrian Traffic Signals, the other location is at Ruth Road. Most intersections are not signalized, have faded crosswalk striping, and aging infrastructure at street corners such as curb ramps.

Driveways

As previously stated, there are a significant number of driveways along the Glenview Study Area serving mostly commercial uses. For motorists this means there is high potential of yielding to vehicles entering and exiting from driveways, which requires drivers to be on higher alert while navigating the Glenview Study Area. For pedestrians, driveways create interruptions in the sidewalk network which creates accessibility issues and requires users to frequently interact with motor vehicles.

Figure 5: Existing Intersection Elements



Existing Conditions

CORRIDOR FRAMEWORK - OBSERVATIONS & EXISTING CONDITIONS



CONNECTIVITY

- Obstructions, such as utility poles, impede connectivity and accessibility for pedestrians.
- Critical gaps within the overall sidewalk network along the corridor.
- Opportunities to connect to local destinations and amenities such as Creek Trail Park, Jack C. Binion Elementary School and the Randy Moresi Trail.
- Utility easement trail west of London Lane has no signage but connects to the neighborhoods south of the corridor.
- Presence of multiple driveways interrupt the pedestrian environment.



PEDESTRIAN INFRASTRUCTURE

- Inconsistent sidewalk design along the corridor.
- Instances where sidewalk facilities do not comply with ADA guidelines.
- Maintenance required to improve aging sidewalks and worn pavement markings at crosswalks.
- Narrow sidewalks create an uncomfortable pedestrian experience and can be difficult to navigate, especially for those utilizing mobility-assisted devices.
- Curb ramps do not meet ADA standards, are deteriorating, and/or too narrow to comfortably serve as locations to wait when crossing the road.



STREET & DRIVEWAY DESIGN

- Change in slope where driveways cross pedestrian paths.
- High concentration of driveways on the west portion of the corridor that could be consolidated.
- No dedicated turn lanes.
- Open street design (no on street parking, no medians) encourages higher speeds and decreases focus on activity adjacent to the roadway.



MAINTENANCE

- Roadway pavement is beginning to show signs of aging.
- Maintenance needs to include repainting pavement markings, addressing uneven sidewalk segments, and safety issues at curb ramps.
- Parking lots adjacent to the roadway have maintenance issues including cracked pavement surface, faded pavement markings, and a lack of curb appeal.
- Maintenance should occur on a regular basis to keep long-term costs down.



UTILITY INFRASTRUCTURE

- Overhead utilities along corridor.
- Many utility poles are positioned in the middle of sidewalks.
- Utility poles obscure visibility along sidewalks.
- Opportunity to explore relocating or burying utilities.



SIGNAGE & BUILDING DESIGN

- Building design isn't cohesive.
- Inconsistent setbacks, architectural style, and parking locations.
- Many of the retail and office spaces on the corridor are converted single family homes.
- Lack of wayfinding signage to direct pedestrians and motorists.
- Inconsistent signage styles used.

Existing Conditions

CORRIDOR FRAMEWORK - ASSETS

Development along the Glenview Study Area must take advantage of existing local assets within and adjacent to the corridor. Assets in this corridor include a park and retail, small businesses providing local services, medical uses, churches and religious centers, and schools. Major area assets are shown on Figure 6.



TRAILS



JACK C. BINION ELEMENTARY SCHOOL



REFORMED BAPTIST CHURCH OF FORT WORTH



CORRIDOR RETAIL



CORRIDOR RETAIL



GLENVIEW MEDICAL CENTER

Figure 6: Glenview Study Area Assets

The map displays the Glenview Study Area, outlined in red. Key assets are categorized as follows:

- Small/Local Businesses (Dark Blue):** Kroger, several small businesses along Hardisty Street and Glen Hills Road.
- Parks (Green):** Creek Trail Park, located near the Airline River.
- Large-Scale Development (Light Blue):** Harbor Freight, City Point, and Medical City North Hills.
- Schools (Red):** St. John the Apostle Catholic School, Jack C. Binion Elementary School, and Richland Hills Christian Church.
- Religious (Orange):** City Point United Methodist Church, St. John the Apostle Catholic Church, and Reformed Baptist Church of Fort Worth.
- Medical (Yellow):** Medical City North Hills, Ashwood Court, and Brookdale.

Other labeled streets include Coronet Avenue, Briley Drive, Turner Terrace, Cummings Drive, Ken Michael Court, City Point Drive, Virginia Avenue, Rodger Line Road, Mary Frances Lane, Arnold Terrace, Rogan Drive, Randle Drive, Conn Drive, Ashmore Drive, Keeter Drive, Glenview Drive, Leslie Drive, Norma Lane, Beth Court, Jennifer Drive, Jennifer Leigh Court, Cagle Drive, Oxley Drive, Landy Lane, Chaffin Drive, Jonette Drive, Richland Road, Norton Drive, Labadie Drive, Granada Drive, Scranton Drive, Evergreen Road, Ruth Road, London Lane, Popplewell Street, Richgyn Terrace, Booth Place, Hardisty Street, and Daley Avenue.

Glenview Study Area Vision and Goals

VISION STATEMENT

The public engagement process elicited input from elected officials, businesses, residents, and other interested stakeholders on what they would like to see in the Glenview Study Area in the future. Based upon the feedback received, the following vision statement has been established for the corridor to guide land use development and public investment within the corridor for the next 20 years.

The Glenview Study Area functions as a key entrance to Richland Hills and hosts a broad array of destination restaurants, shops, and housing options. The corridor offers space and access for a wide range of businesses looking to grow and expand and accommodates a range of housing and amenities for residents. Visually the corridor is an attractive gateway that functions as an amenity to residents and attracts people to live, work, and play.

GOALS

The vision of this study aims to transform the corridor by focusing on the following goals:

- Create a modern urban commercial district with opportunities for mixed-use development and related amenities, to leverage existing assets and increase property values along the corridor.
- Extend the mixed-use development from City Point to form a cohesive new “front door” appearance along Glenview Drive, consisting of dense, compact, walkable development.
- Improve the appearance of the corridor to create a visually enticing experience along Glenview Drive through property upgrades and attracting new businesses.
- Green the corridor through increased landscaping and maximize opportunities with Creek Trail Park.
- Connect the Richland Hills community through improved aesthetics and infrastructure that is accessible to all modes of transportation.

This plan explored two concepts grown out of the existing conditions that are based in current market realities.

The Enhanced concept is the slower, more incremental option that makes light improvements such as burying utilities and cleaning up some of the driveways and intersections to improve pedestrian safety. The Enhanced concept also increases the sidewalk from 5 feet to 8 feet wide and increases the landscape buffer between the sidewalk and the street.

The Transformational concept is a significant change to how the corridor currently functions. The current four lanes would be reduced to two lanes to accommodate a wider sidewalk, a wider landscape buffer, and on street parking to address a current lack of parking inventory. A landscaped median will be added with interruptions for a turning lane at key points.

GUIDING PRINCIPLES

As the corridor evolves over time, it will continue to be more welcoming, and it will also encompass a broader mix of uses. Several areas in the corridor have been identified for a change in land use. The State Highway 26 and Glenview Drive intersection is a priority for change as it functions as a major gateway and does not have any adjacency that could impact intensity or density. The south side of the Glenview Study Area is envisioned as an extension of City Point, where new compact, walkable development will be a critical component to connecting an upgraded commercial corridor with the existing neighborhoods. The frontage adjacent to Creek Trail Park is an opportunity to create a better transition between the park and accommodate more intensity through mixed-use development that prioritizes commercial development but includes destinations that serve the park and activate the eastern gateway of the Glenview Study Area. This area is also sensitive to the residential neighborhood to the south of Glenview Drive. The rest of the Glenview Study Area is anticipated to remain a commercial center, but there are opportunities to modernize the district with urban housing and new destination retail. The following section outlines guiding development principles to guide implementation and activation.

DESTINATION AND BRAND

Establishing the Glenview Study Area as a destination is important to this effort. Richland Hills lacks a comprehensive amount of quality uses to create a destination or identifiable brand. This corridor can serve as a gateway into Richland Hills with higher-quality mixed-use and place-making elements that leverage the higher-density development to the north.

The destination nature of the corridor, more likely established through the Transformational scenario discussed later in this document, would create an identity and greater sense of place. Businesses are attracted to places with a strong identity and this would allow the City of Richland Hills to attract higher quality tenants. Redevelopment will serve as an amenity to the Richland Hills residents and visitors alike, all while increasing the likelihood of additional private investment that benefits business owners by way of higher sales volumes, property owners with higher rents, and the city with higher property and sales tax revenues.

Local examples of similar experiential destinations in a “district”-like setting would be Downtown Grapevine, Fort Worth (Sundance Square, W 7th St, and W Magnolia Ave), and Downtown Roanoke.

INNOVATION

Undertaking this study demonstrates the forward-thinking mindset of Richland Hills staff and elected officials and their dedication to increasing the fiscal sustainability of their city, the quality of life of their citizens, and the friendliness of their business environment. As traffic in urban areas continues to increase in volume, it is more important to integrate alternative modes of transportation with quality place-making. The goal of designing complete streets is to give the residents options to choose between driving, walking, and cycling, all while making a better environment for businesses to thrive.

SAFE & ACTIVE STREETS

Redevelopment of the Glenview Study Area should be guided by principles focused on creating an environment that is safe for all users



Glenview Study Area Vision and Goals

and is activated in a manner that makes the corridor welcoming. The following principles listed below set the foundation for the creation of streets that focus on user safety and are activated by pedestrian activity.

Street Reconfiguration

The configuration of the roadway should support multiple modes of transportation and be designed in a manner that creates a safe and comfortable environment for all users. Roadway designs should reference national standards to ensure that infrastructure is constructed to create a safe and comfortable environment to support the intended user groups. Reconfiguration of the roadway should address the traffic movements of different transportation modes, capacity, and inclusion of safety measures required for future activities within the roadway and ROW.

Accessible Parking

Accessible, convenient, and well-positioned parking is a key component of any roadway, particularly one that is heavily populated by retail and commercial uses. Parking strategies are essential to the dynamic of the corridor as it impacts traffic movement and accessibility to businesses. Parking is one component of the overall transportation network, and it should be integrated in the development and redevelopment of roadways rather than a stand-alone piece. Best practice for parking can be further determined by conducting a parking study to determine management of parking along the corridor and inform design standards, policies, and infrastructure changes.

Quality Streetscapes

Streetscape elements are features positioned in the public right-of-way that promote community as well as economic activity on the corridor. Implementing public amenities at street-level create an environment that encourages people to walk or use non-motorized modes of transportation to reach corridor destinations, spend time within the corridor, and feel safe on the corridor. Elements including, but not limited to, benches, space for multi-modal transportation, lighting, wayfinding signage, and street trees are standard streetscape elements. Ultimately, thoughtfully

implemented streetscape features generate value for a space from a community and economic perspective.

Safe and Inviting Intersections

Intersections are high conflict locations along roadways as they present instances where multiple users and various user groups must interact with one another. It is crucial to design intersections that are legible, inform crossing movements for all transportation modes, and free of sight line obstructions. Design of the intersection should also consider the types of roadways that are intersecting as the type of traffic volumes and speeds may vary. Additionally, intersections should be ADA compliant and include safety measures such as Push-Button Activated Pedestrian Crossing Signals Pedestrian Hybrid Beacon (PHB), or Rectangular Rapid Flashing Beacon (RRFB) to increase driver awareness of pedestrian activity and increase comfort of walkers.

Pedestrian Oriented

These roadway users require specific infrastructure accommodations to support safe, accessible, and comfortable pedestrian traffic. Designing for pedestrians includes elements such as, but not limited to, wide sidewalks, separation from motor vehicle traffic, dedicated crossing space, and safety measures at intersections. Implementing pedestrian-oriented design elements helps to increase safety and activate the corridor with foot traffic.

Access Management

Effective access management contributes to a roadway system that is safe and efficiently serves traffic. Implementing access management policies into roadway design improves the overall appearance of a corridor by organizing access points, increases safety for all users by mitigating conflict, and provides appropriate access to property owners and customers. Management principles should consider different roadway types and the traffic they serve in terms of volume, speed, accessing properties, and multi-modal accommodations. Additionally, access management should address conflict points that driveways create, especially when there are multiple driveways consecutively,

Glenview Study Area Vision and Goals

the driveway is wide, or competes with adjacent property ingress and egress.

Public Spaces

Integrating public spaces along the corridor will activate the street because there are dedicated places for people to spend time and gather. Populating underutilized space such as between buildings and

the roadside frontage of businesses with elements that invite people to spend time creates welcoming spaces for people. Public spaces are a local amenity that present the opportunity to host events and activities to further activate the corridor by attracting visitors, consequently advertising the area as an attractive place to spend time and for establishing a business.



Image: Creek Trail Park

Development Scenarios - Enhanced Scenario

In addition to analyzing existing conditions, two potential development scenarios were created. The Enhanced Scenario implements minor enhancements to the corridor while keeping the roadway design mostly as-is. The Transformational Scenario looks to change the roadway design to increase safety of all users while being conducive to additional commercial development.

SUMMARY

The Enhanced Scenario shown on Figure 7 looks at implementing enhancements to the corridor that increase safety and accessibility but without significantly altering the existing roadway configuration. The focus of this scenario is primarily on improving safety for pedestrians along the roadway and mitigating any potential user conflict.

DESIGN

The major corridor design changes include upgrading the existing sidewalks to be eight feet wide and increasing the landscape buffer between the sidewalk and motor vehicle travel lanes to five feet. To maximize the increase pedestrian area on the Richland Hills side of the corridor an additional five feet of ROW would need to be acquired.

INFRASTRUCTURE IMPROVEMENTS

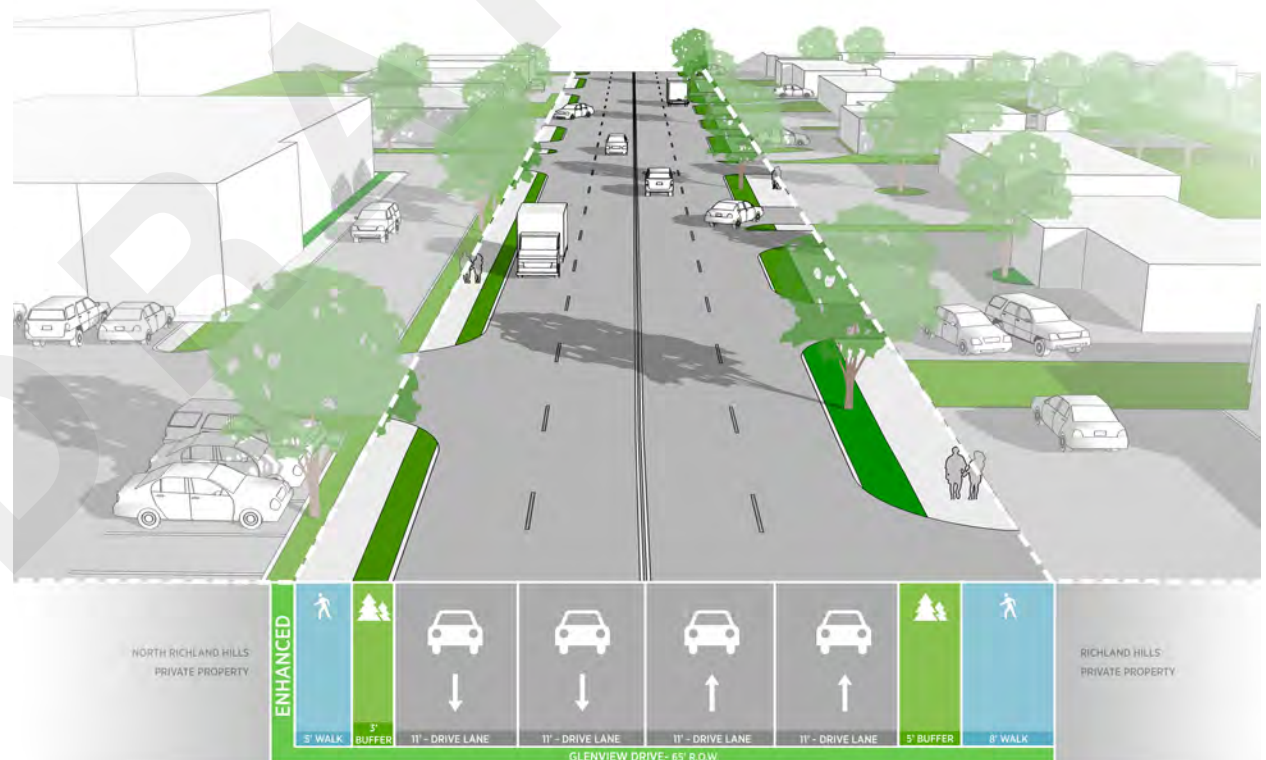
The most significant infrastructure improvement recommended for this scenario is burying existing utilities. Today, there are several occasions where utility poles obstruct pedestrian movement due to their placement; therefore, removing utilities from the roadway would improve accessibility and remove visual clutter from the sight line along the corridor. Pedestrian infrastructure would be improved along the corridor through the construction of new and expanded sidewalk. Corresponding infrastructure to be enhanced

include curb ramps, intersection corners, and crosswalks.

LAND USE

As part of this development scenario two Catalyst Areas have been identified with proposed land use programming. The futures proposed for these sites are intended to be redeveloped incrementally over time and look at incorporating infill development where possible. The catalyst areas are illustrated in the Figure 7 map. The intent of the Catalyst Areas is to generate additional funding along the corridor in the future that would support the redevelopment of the Glenview Study Area.

Figure 7: Enhanced Scenario Roadway Cross Section



Development Scenarios - Enhanced Scenario

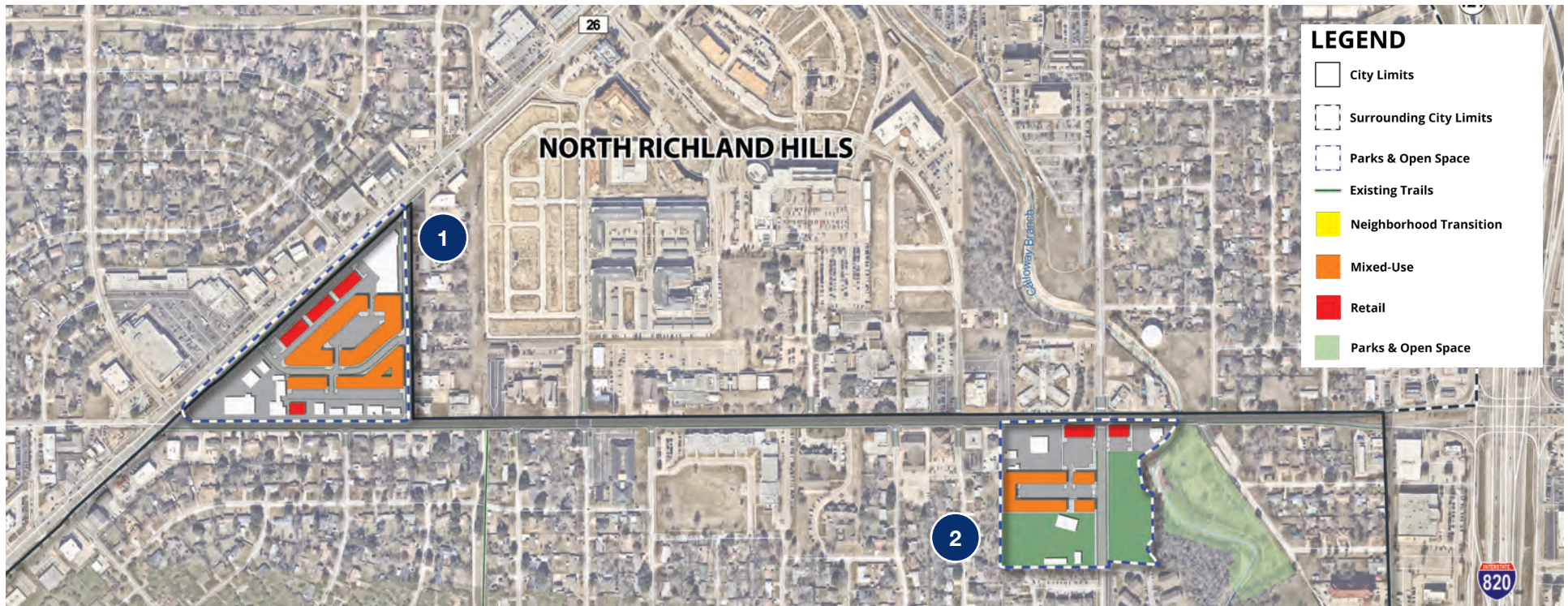


Figure 8: Enhanced Scenario Catalyst Sites

CATALYST AREA 1

This site fronts both Glenview Drive to the south and State Highway 26 to the west in the western part of the Glenview Study Area. Along State Highway 26 new retail uses are proposed. Towards the center of the site, reflecting the development happening to the east in North Richland Hills, new mixed-use development is proposed. An additional retail use is proposed fronting Glenview Drive.

CATALYST AREA 2

This site is divided by Booth Calloway Road closer to the eastern side of the Glenview Study Area. At the southern corners of the Booth Calloway Road and Glenview Drive intersection, new retail uses are proposed. In the portion of the site west of Booth Calloway Road, new mixed-use development is proposed towards the middle of the site.

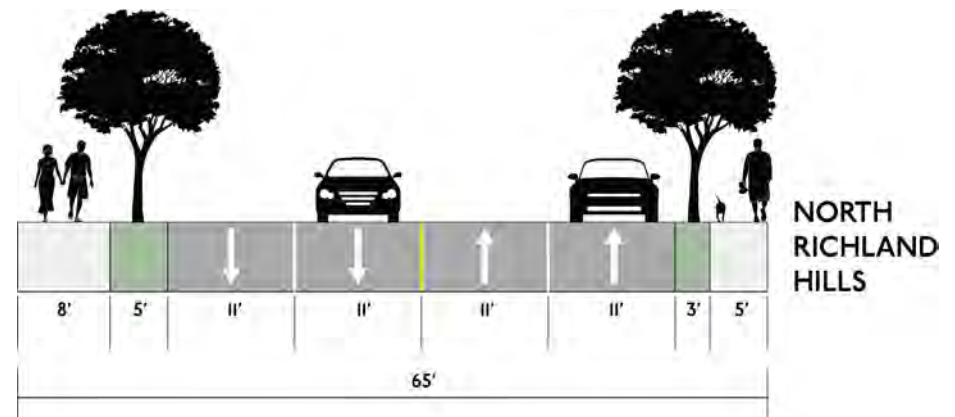
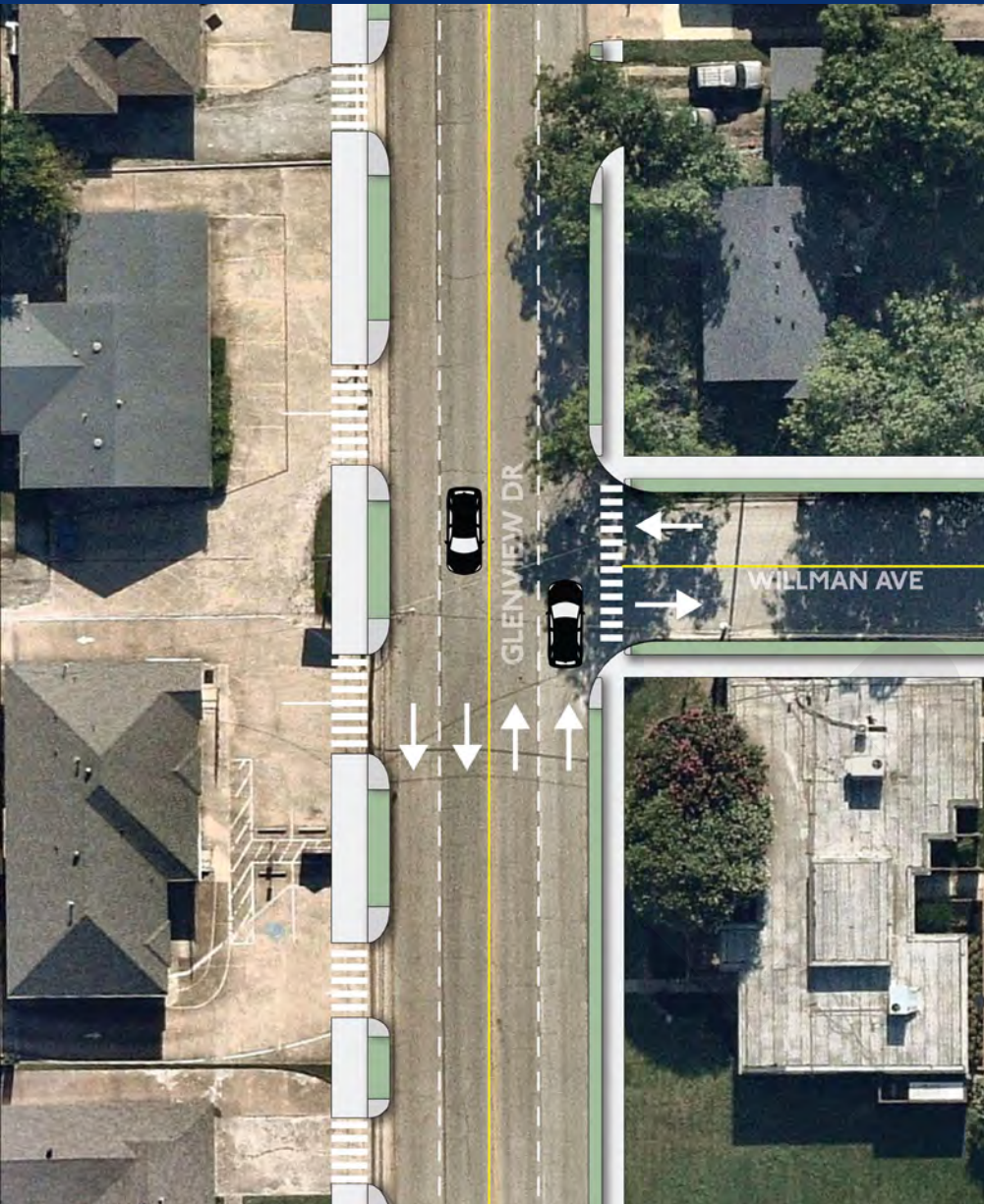


Figure 9: Enhanced Scenario Element Widths

Development Scenarios - Enhanced Scenario

Figure 10: Enhanced Scenario Intersection Elements



FISCAL IMPACT

The Enhanced Scenario assumes new development of 596 multifamily units, 166K SF of retail, and 79K SF of office. Some of these new uses will replace existing retail, office, or industrial uses. The annual net fiscal benefit (new property and sales tax minus existing property and sales tax on buildings redeveloped) of this scenario at full build out is \$1.5M. Details on methodology for this fiscal impact analysis can be found in the following pages in the scenario comparison.

Enhanced Scenario

TH Residential	0 units
MF Residential	596 units
Retail	166,004 sf
Office	79,472 sf
New Development Value	\$126,227,850
New Property Tax (+)	\$680,223
New Sales Tax (+)	\$996,022
Existing Value of Redevelopment Parcel Improvements	\$5,762,310
Existing Property Tax (-)	\$31,052
Existing Sales Tax (-)	\$146,286
Net Annual Fiscal Benefit at Buildout to RH	\$1,498,906

REPRESENTATIVE IMAGERY

The following pages show images from projects with similar street design.

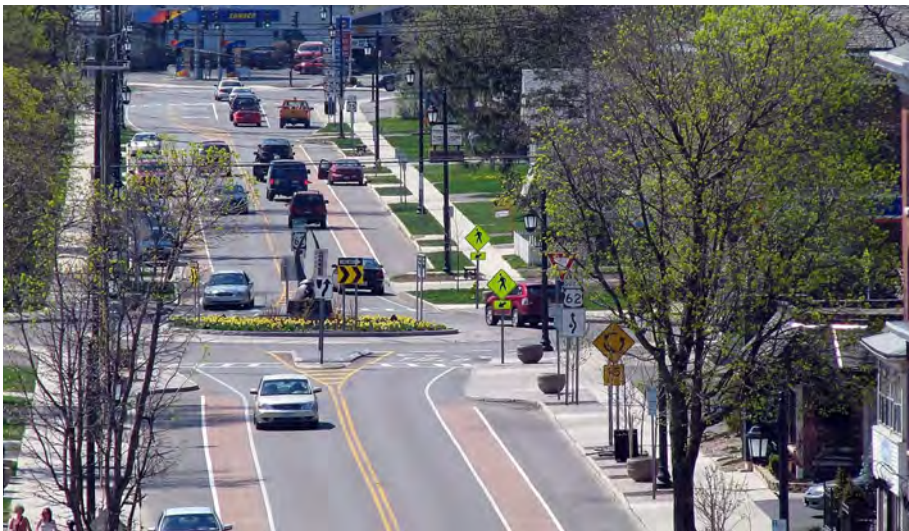
Development Scenarios - Enhanced Scenario



BAGBY ST, HOUSTON, TX



EDGEWATER DR, ORLANDO, TX



MAIN ST, HAMBURG, NY



MAIN ST, NORTHFIELD, MA

Development Scenarios - Transformational Scenario

SUMMARY

The Transformation Scenario shown on Figure 11 looks at transforming the Glenview Study Area to increase safety, improve accessibility for multiple user groups, and provide additional parking options. Traffic calming is a key outcome of this scenario by deploying roadway elements to the Glenview Study Area that prioritize the safe mixing of different roadway users and encourage an active roadside. The focus of this scenario is primarily on reimagining the current configuration of the Glenview Study Area to support safe and activated spaces for motor vehicles and pedestrians.

DESIGN

The major corridor design changes involve reducing the road to two 11-foot travel lanes with a median that can serve as dedicated turn lane at intersections. Additionally, on the Richland Hills side of the Glenview Study Area it is proposed to incorporate a parking lane that would support the businesses along the corridor. The existing sidewalks would be widened and the landscape buffer between the sidewalk and motor vehicle travel lanes would be increased. To accommodate the increased pedestrian area and addition of a parking lane within the roadway on the Richland Hills side of the Glenview Study Area, an additional seven feet of ROW would need to be acquired.

INFRASTRUCTURE IMPROVEMENTS

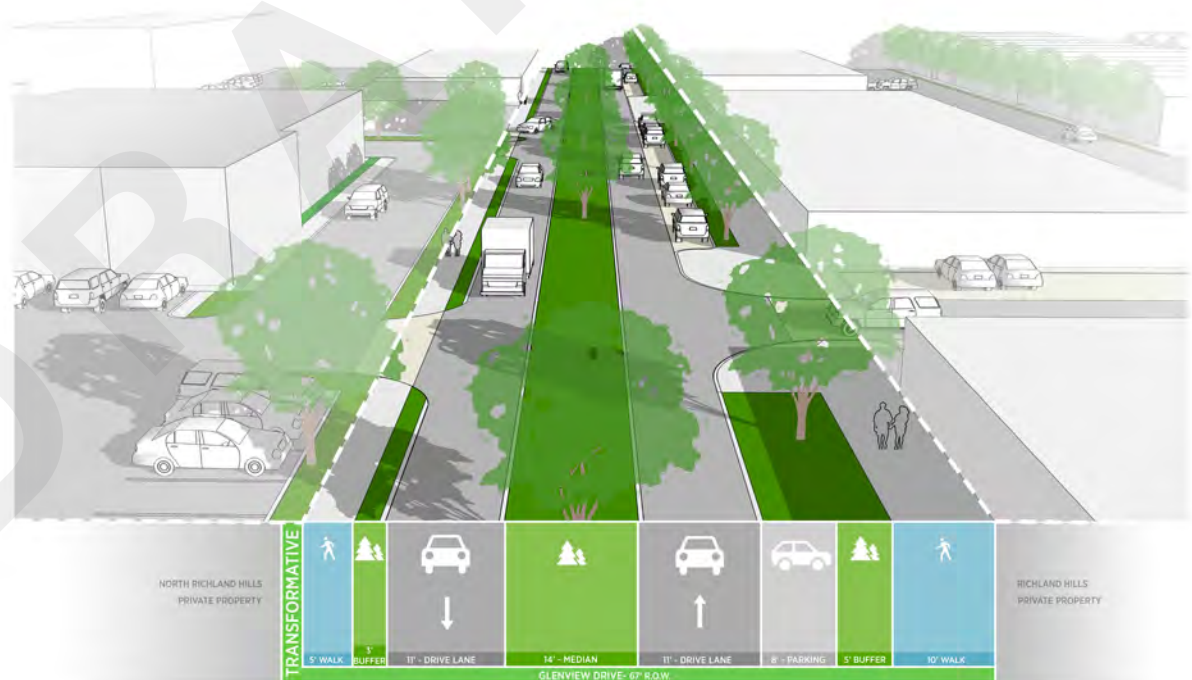
Similar to the enhanced roadway scenario, the most significant infrastructure improvement recommended for this scenario is burying existing utilities. Removing the above ground utilities will eliminate existing obstruction in the sidewalks and remove visual clutter. Additionally, reorganizing the roadways requires construction of a center median and restriping of the pavement to designate motor vehicle travel lanes and on-street parking. Pedestrian infrastructure would

be improved along the corridor through the construction of new and expanded sidewalks. Corresponding infrastructure to be enhanced include curb ramps, intersection corners, and crosswalks.

LAND USE

As part of this development scenario, two catalyst areas have been identified with proposed land use programming in addition to the two sites identified for the Enhanced scenario. The futures proposed for these sites are intended to be redeveloped over time when development opportunities arise. The catalyst areas are illustrated in the map on the following page. The intent of the catalyst areas is to generate additional funding along the corridor in the future that would support the redevelopment of the Glenview Study Area.

Figure 11: Transformational Scenario Roadway Cross Section



Development Scenarios - Transformational Scenario

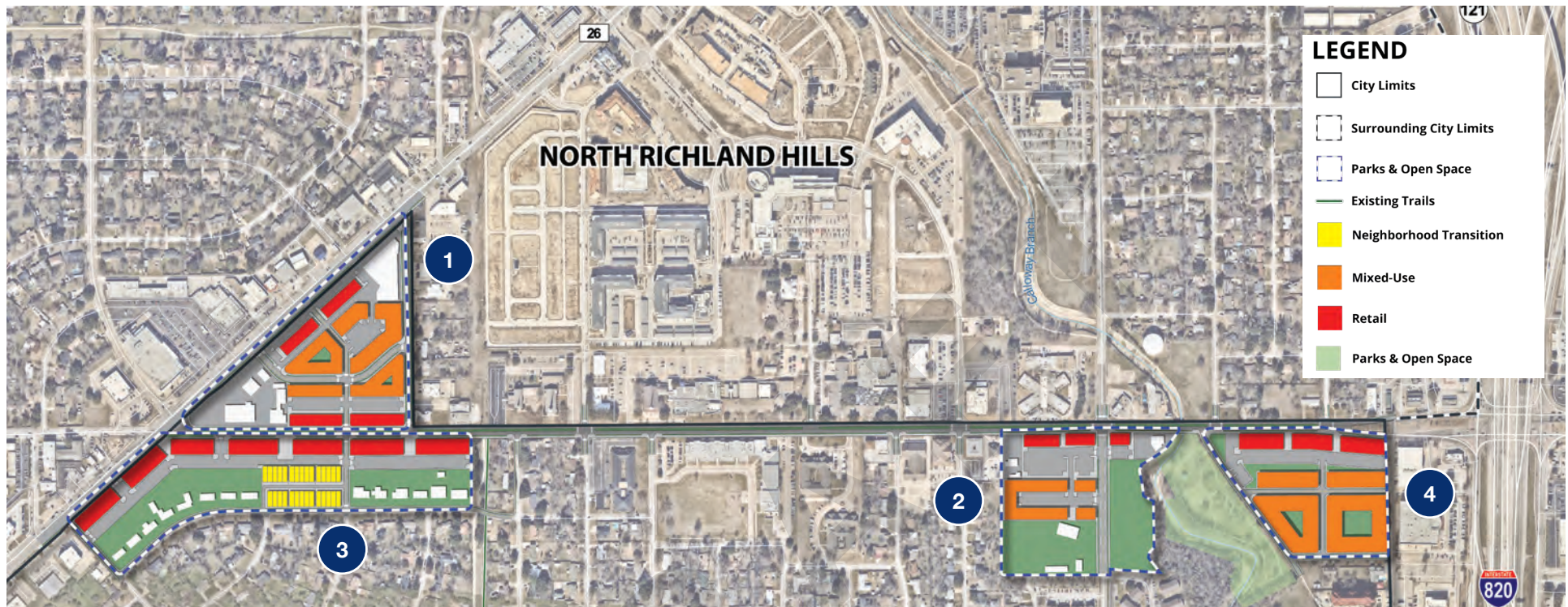


Figure 12: Transformational Scenario Catalyst Sites

CATALYST AREA 1

The proposed land uses within this site remain the same as what is proposed in the Enhanced scenario with the addition of new retail development along Glenview Drive.

CATALYST AREA 2

The proposed land uses within this site remain the same as what is proposed in the Enhanced Roadway Scenario with the addition of new retail development along Glenview Drive.

CATALYST AREA 3

This site fronts both Glenview Drive to the north and State Highway 26 to the west in the western part of the Glenview Study Area. Along Glenview

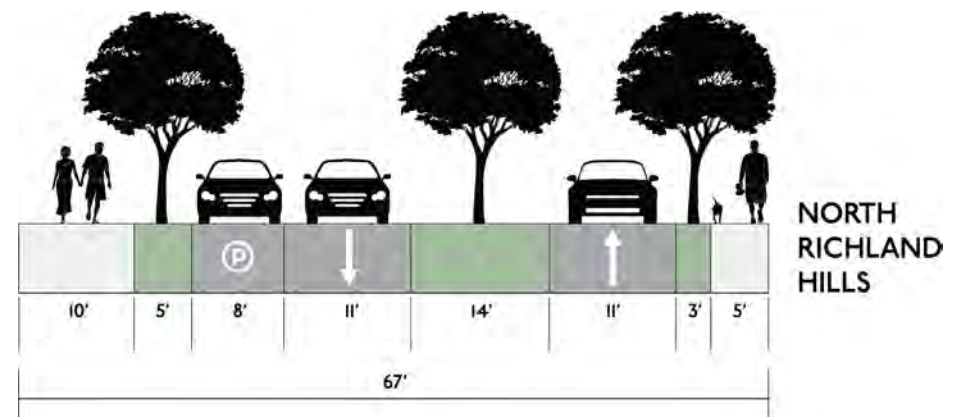
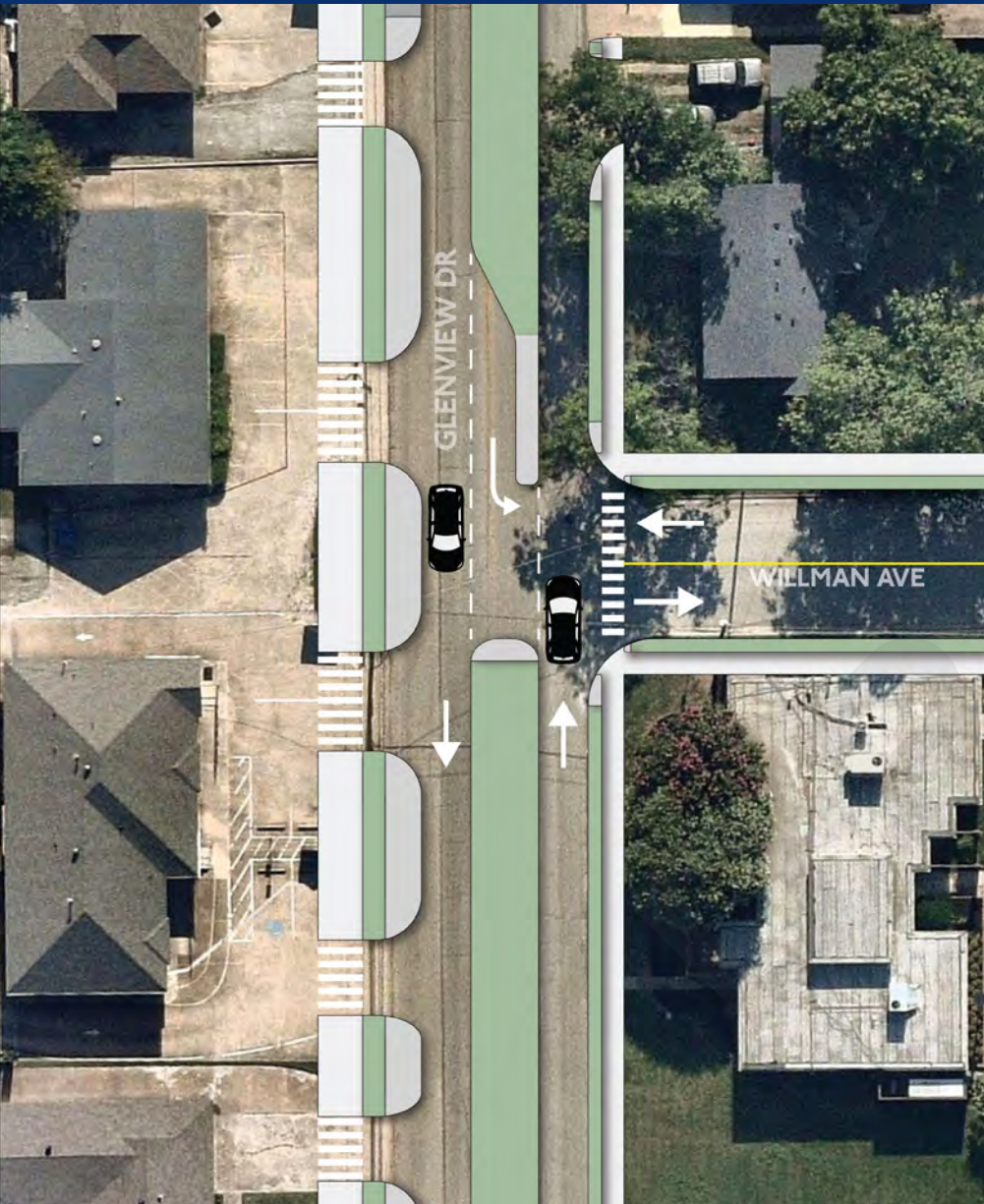


Figure 13: Transformational Scenario Element Widths

Development Scenarios - Transformational Scenario

Figure 14: Transformational Scenario Intersection Elements



Drive, new retail uses are proposed and they are configured on the site to share rear parking and driveways. This configuration reduces conflict points that driveways create and by moving parking to behind the buildings brings the buildings closer to the sidewalks creating a more walkable environment. A series of town homes are proposed behind a segment of the retail providing a new housing type to the area.

CATALYST AREA 4

This site fronts the eastern end of the Glenview Study Area with Creek Trail Park to the west. New retail uses with shared rear parking are proposed to front Glenview Drive. Behind the proposed retail, a mixed-use development has been placed on the site with some internal circulation, creating a more walkable environment.

FISCAL IMPACT

This scenario assumes new development of 29 town home units, 1,770 multifamily units, 542K SF of retail, and 177K SF of office. Some of these new uses will replace existing retail, office, or industrial uses. The annual net fiscal benefit (new property and sales tax minus existing property and sales tax on buildings redeveloped) of this scenario at full build out is \$4.9M. Details on

Transformational Scenario

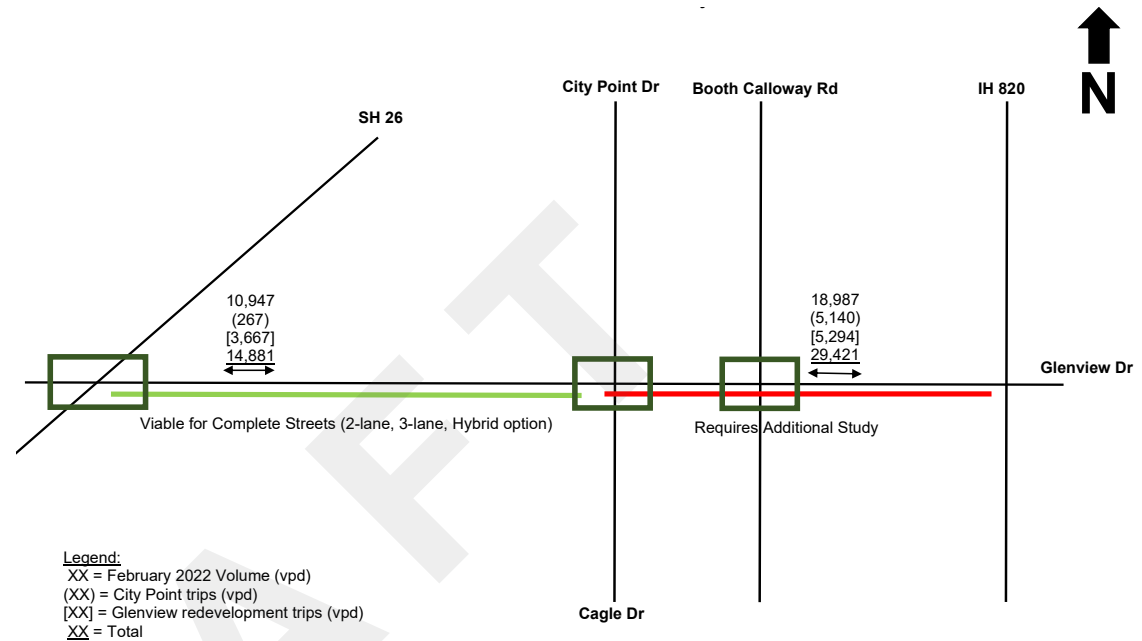
TH Residential	29 units
MF Residential	1,770 units
Retail	542,078 sf
Office	176,959 sf
New Development Value	\$382,864,350
New Property Tax (+)	\$2,063,199
New Sales Tax (+)	\$3,252,467
Existing Value of Redevelopment Parcel Improvements	\$27,007,963
Existing Property Tax (-)	\$145,542
Existing Sales Tax (-)	\$299,019
Net Annual Fiscal Benefit at Buildout to RH	\$4,871,104

Development Scenarios - Transformational Scenario

methodology for this fiscal impact analysis can be found in the following pages in the scenario comparison.

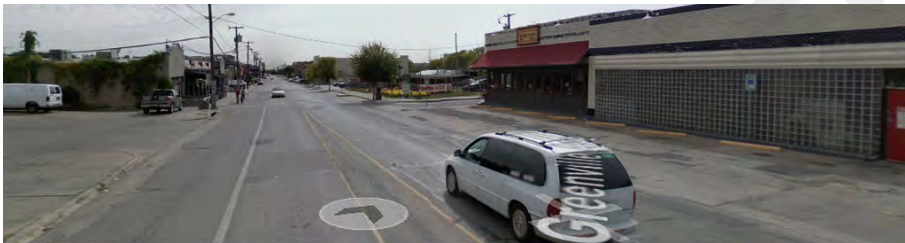
HYBRID DEVELOPMENT SCENARIO

Based upon available traffic volume data and the potential additional development program identified in this scenario, an analysis of projected traffic volumes was conducted. This analysis also included potential traffic impact to Glenview Dr from City Point to the north. Based on the results of this analysis, a recommendation for a Hybrid Development Scenario was created. This Scenario includes a potential lane reduction west of City Point Dr. This would then transition back to existing conditions approaching SH 26 as well as at a point east of City Point Dr approaching Interstate 820. Final design will require additional traffic analysis.



REPRESENTATIVE IMAGERY

The following images are from projects with similar street design.



GREENVILLE AVE, DALLAS, TX



LA JOLLA BLVD, LA JOLLA, CA

Development Scenarios

INFRASTRUCTURE IMPROVEMENTS

Key infrastructure improvements to address along the Glenview Study Area include expanding sidewalks, reconstructing intersection corners and curb ramps, and removing utilities obstructing sidewalks. Addressing infrastructure that is aging, impeding movement along the corridor, and creating safety issues is a priority for safety and accessibility.

STREETS & SAFETY

Designing safe streets involves designing for multiple roadway users, particularly for the instances where there is the highest potential for conflict. Intersections are a key area for increased safety measures and should be designed in a manner that is intuitively seen as a shared space for all users. Implementing additional signage and traffic crossing signals are additional intersection elements that alert motorists of the potential of pedestrians crossing the roadway. Additionally, adding traffic calming elements to discourage speeding generates safer streets.

PARKING

To improve access, reduce user conflict, and improve the rhythm of the Glenview Study Area, the type and location of parking should be reconfigured. Today, many of the commercial properties along the Richland Hills side of Glenview Drive have their own parking lot which greatly increases the number of driveways needed to support access parking. Reducing the number of individual parking lots by consolidating into shared parking areas should be considered. Shared parking should be located to the rear of buildings, allowing building frontage to be more pedestrian focused and create a walkable environment with opportunity to be activated with additional street furnishings. Additionally, where feasible, on-street parking should be incorporated into the ROW as an alternative parking option.

CONNECTIONS

For corridor visitors, there should be wide and continuous sidewalks that provide connections to key destinations along the corridor, especially between on-site features and designated parking locations. Sidewalks should be designed to provide direct and convenient connections between

locations within the corridor and be situated in a manner that minimizes conflicts with driveways. Additionally, the design standards outlined by national guidelines such as the National Association of City Transportation Officials (NACTO) should be adhered to in order to design pedestrian spaces that are safe, comfortable, and accessible for all.

LANDSCAPING

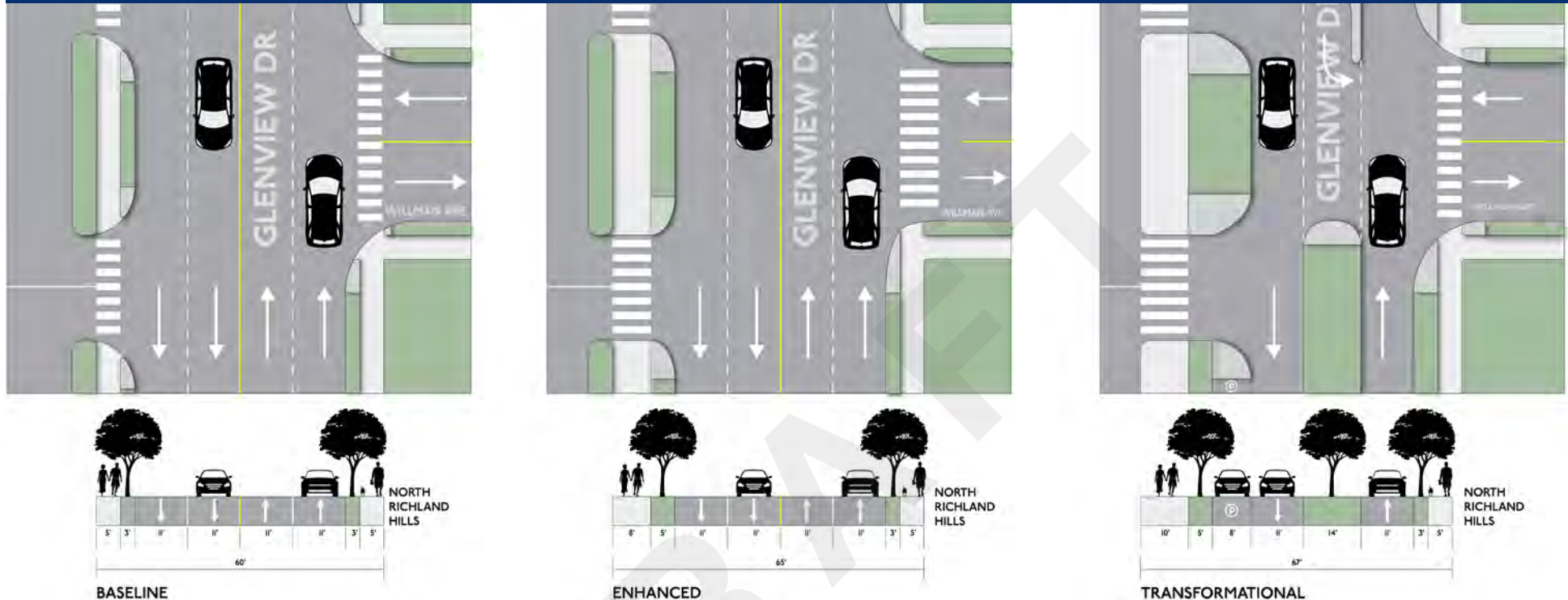
Landscape treatments along roadway corridors should enhance the adjacent built environment, creating a buffer between the roadway and roadside activity. Establishing a landscape palette that is simple and easy to maintain promotes consistency and improves the overall appearance throughout the corridor. The use of native vegetation is encouraged to ensure low maintenance requirements and to protect the natural environment. Landscaping creates a welcoming environment for visitors and residents traveling along the corridor either by car, bicycle, or foot. Additionally, street trees should be planted along sidewalks to create a greater sense of safety and comfort along the corridor edge.

ECONOMIC VALUE

The current economic value of the Glenview Study Area is \$75.9M according to Tarrant County Appraisal District data. It is estimated that the property value of this corridor, once built-out, would reach \$196.3M in the Enhanced Scenario and \$431.7M in the Transformational Scenario. To compare the fiscal benefits of each scenario, parcels colored for redevelopment in each scenario concept were transformed into the conceptual use. This analysis assumes (1) land values remain the same, (2) excludes any sort of exemptions on both new and existing uses, and (3) excludes any parcels outside of the Catalyst Areas or any buildings

<i>Fiscal Comparison</i>	Enhanced	Transformational
New Property Tax (+)	\$680,223	\$2,063,199
New Sales Tax (+)	\$996,022	\$3,252,467
Existing Property Tax (-)	\$31,052	\$145,542
Existing Sales Tax (-)	\$146,286	\$299,019
Net Annual Fiscal Benefit at Buildout to RH	\$1,498,906	\$4,871,104

Figure 15: Scenario Roadway Element Comparison



in white (i.e. not redeveloped) in the Catalyst Areas. Through this fiscal analysis, it can be seen that the Transformational scenario produces over three times the annual tax revenue at buildout than the Enhanced scenario does. Both scenarios produce more annual tax revenue than existing conditions because it assumes some level of redevelopment in each scenario, but the Enhanced scenario would likely be a longer timeline than the Transformational scenario.

Figure 16 shows preliminary engineer assumptions of probable cost to build each scenario, compared to making improvements to the existing base using the existing design.

Figure 16 :Opinion of Probable Costs

<i>Opinion of Probable Costs by Scenario</i>	Base (Existing)	Enhanced	Transformational
Paving Improvements	\$6,302,000	\$6,690,000	\$6,179,000
Drainage, Water & Sanitary Sewer Improvements	\$3,571,000	\$3,571,000	\$3,571,000
20% Contingency	\$1,974,600	\$2,052,200	\$1,950,000
Engineering and Survey	\$1,480,950	\$1,539,150	\$1,462,500
ROW Acquisition	\$0	\$295,920	\$364,200
ROW Property Impacts	\$0	\$88,776	\$109,260
Displacements	\$0	\$667,000	\$667,000
Total	\$13,328,550	\$14,904,046	\$14,302,960

**Utility relocation not included above*

Development Scenarios



W MAGNOLIA AVE, FORT WORTH, TX



W MAGNOLIA AVE, FORT WORTH, TX



W MAGNOLIA AVE, FORT WORTH, TX



N FRANKLIN ST, PORT WASHINGTON, WI



MAIN ST, GRAPEVINE, TX



OAK STREET, ROANOKE, TEXAS



W PLANT ST, WINTER GARDEN, FL



E 8TH ST, GEORGETOWN, TX

Implementation

Based on the findings of this corridor analysis, it is recommended that Richland Hills implement the Transformational Scenario. This scenario is slightly cheaper than the enhanced scenario in build cost, but has much more potential to revitalize the aging corridor. Added benefits to implement the Transformational scenario are improved aesthetics, improved safety on and adjacent to the roadway, and a better experience for residents and visitors alike.

PRIORITIES

The community identified several priorities when the preliminary strategies were unveiled in September. Strategies that improve parking, aesthetics, and identity were the highest ranked with Glenview streetscape improvements and landscaping at the top of the list. Improving the quality of uses and developing destination were also high ranking.

It will be important for the city to identify and allocate financial resources for implementing strategies including, but not limited to, redevelopment, property acquisition, and infrastructure improvements within the Glenview Study Area. This will help to ensure the vision for the corridor is realized.

KEY TASKS FOR THE NEAR TERM

To kick off the implementation process, several key tasks should be initiated within the near term (one to five years). These include:

- Reconstruction of Glenview Drive based on the selected scenario.
- Begin the re-zoning process to ensure regulations support the vision.
- Develop incentive programs to support the redevelopment of properties, the improvement of properties along the corridor, and the redevelopment Creek Trail Park.
- Relocate power poles in conjunction with the Glenview improvements.
- Begin land assembly in coordination with Glenview reconstruction.
- Incorporate tree planting and sidewalks in the redesign of the Glenview Study Area.

REGULATIONS/ZONING

The implementation of a character-based code overlay for the Glenview Study Area should be considered. This overlay would ensure that future development in the Glenview Study Area contributes to the overall feel and economic vitality of the corridor. This would include setbacks, building form, height, density, integration of open space, and character. The zoning process should address interaction of uses with vehicles, pedestrians, and cyclists to conform to the city vision for a successful corridor. In addition, the updated regulations should address parking to encourage shared/cross parking.

ACTIVE TRANSPORTATION

Active Transportation is human-powered transportation that engages people in healthy physical activity while they travel from place to place. People walking, bicycling, using strollers, wheelchairs/mobility devices, micro-mobility options such as electric scooters, skateboarding, and rollerblading are all engaging in active transportation. The infrastructure related to active transportation includes sidewalks, trails, and bicycle facilities. Implementing active transportation infrastructure in a comprehensive manner encourages people to utilize non-motorized transportation options for trips and results in healthier lifestyles, economic growth, greater accessibility, and increased community safety.

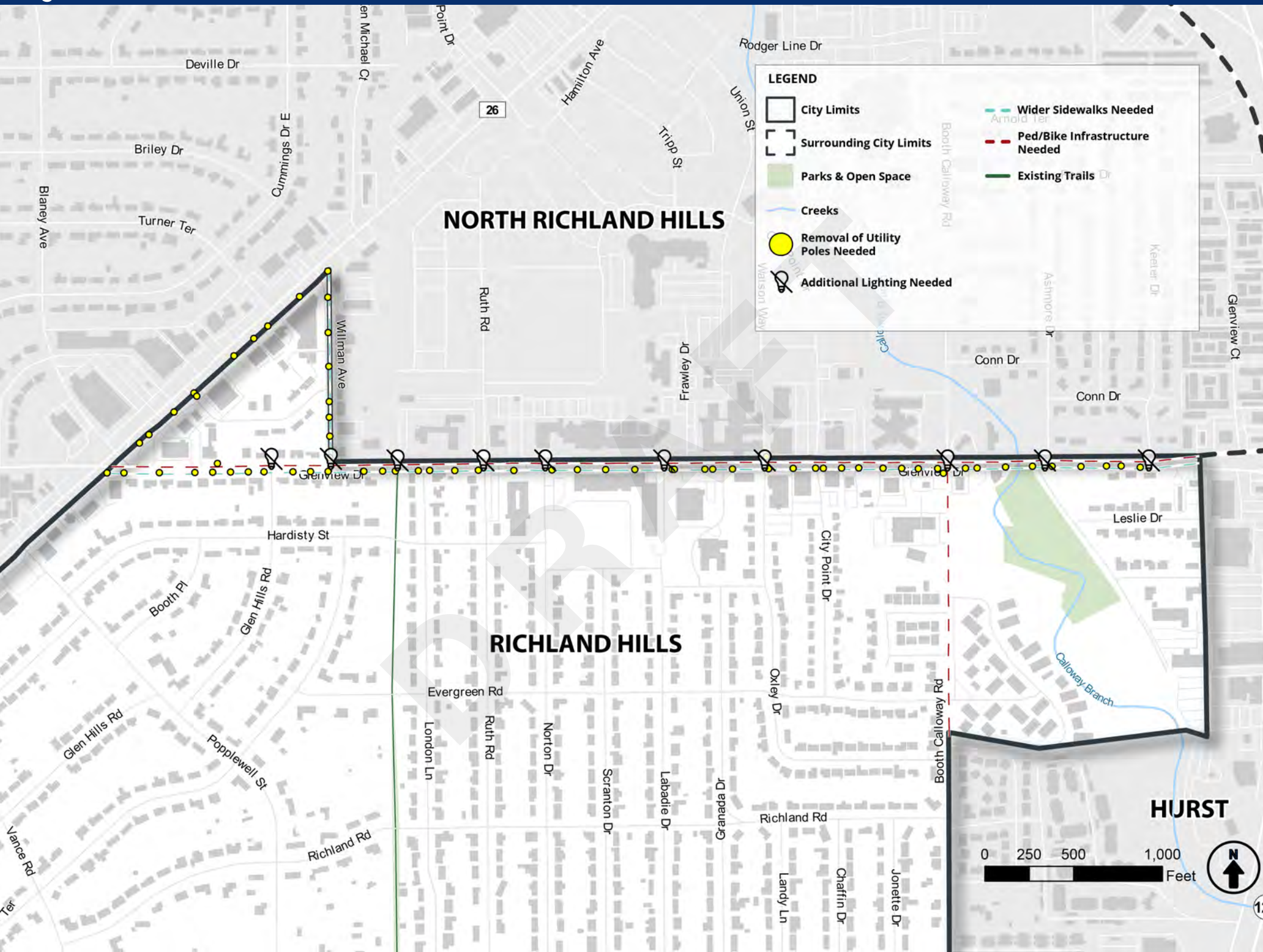
CREATING AN INVITING CORRIDOR (REVITALIZATION)

City staff should identify key parcels within the Glenview Study Area that are vital to redevelopment of this corridor or are under performing. Work with property owners of underutilized parcels to establish priorities and goals for inclusion of these properties in the city economy. Monitor activity on key parcels and consider using a local government corporation to acquire some of these key parcels. This will allow for additional control and alignment with the city goals for this corridor.

RECOMMENDATION: IMPLEMENT TAX INCREMENT FINANCING THROUGH ESTABLISHING A TIRZ

Tax Increment Financing (TIF) is a tool used by local governments in Texas to finance capital improvement projects within a designated

Figure 17: Corridor Issues



Implementation

geography known as a Tax Increment Reinvestment Zone (TIRZ). These improvement projects are intended to spur or entice development both within the TIRZ and outside the TIRZ. Tax increment financing is governed by the Tax Increment Financing Act in Chapter 311 of the Texas Tax Code.

The governing body of a municipality may designate by ordinance a contiguous or noncontiguous geographic area to be a reinvestment zone to promote development or redevelopment of the area if the municipality determines that development or redevelopment would not occur solely through private investment in the reasonably foreseeable future.

Once a geography is designated as a TIRZ, the existing appraised value of those properties and the associated business personal property is identified as the base value. Once the TIF is established, tax revenue from the incremental value belongs to the TIF to pay for projects within the TIRZ. This incremental tax revenue will be reinvested in the TIRZ until the expiration of the TIF.

<i>Example TIF Scenario</i>	TIRZ Net New Revenues by Private Investment			
	Base Revenue	\$25M Investment	\$50M Investment	\$150M Investment
Yr 0	\$808,328	\$-	\$-	\$-
Yr 1	\$808,328	\$30,986	\$37,722	\$64,666
Yr 5	\$808,328	\$164,508	\$200,271	\$343,322
Yr 10	\$808,328	\$355,218	\$432,440	\$741,326
Yr 15	\$808,328	\$576,304	\$701,587	\$1,202,721
Yr 20	\$808,328	\$832,602	\$1,013,603	\$1,737,605
Total Revenues	\$16,974,878	\$7,928,757	\$9,652,400	\$16,546,972

The table above shows three different TIF scenarios depending upon the level of private investment. For reference of scale, the 270-unit 26 at City Point multifamily project just north of the Glenview Study Area is likely just over a \$50 million investment.

Establishing a TIRZ in this corridor will allow the corridor to keep some amount designated by each taxing entity of additional, or net new, property tax within the corridor.

GRANTS

There are numerous funding opportunities at the federal state and local level to support the implementation of active transportation infrastructure. At the state level, grant funding is available through Transportation Alternative grants that are administered through both TxDOT and local MPOs to provide funding for pedestrian- and bicycle-oriented infrastructure that facilitates active transportation for short trips. Projects should have right-of-way easements, be able to advance to construction within three years, and show connections to multiple locations. At the federal level, the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant Program focuses on projects that provide significant economic benefits while also improving safe transportation options and can be utilized for a variety of infrastructure projects.

GREEN CORRIDOR (PARKS, TRAILS, & OPEN SPACE)

Green corridors utilize open space and trail corridors to create community connection and provide place for people. For the development of green corridors there are a variety of grant funding resources that can be explored at the federal, state, and local levels. The TxDOT administered Safe Routes to School is a federal program to create safe and accessible walking and bicycling routes that connect students to schools by implementing the necessary infrastructure and creating safe crossing environments. Texas Parks and Wildlife Department has several grants that could be utilized for parks and trail development. In particular the Recreation Trails Grant, administered by the Federal Highway Administration, provides funds for recreational trail projects including the construction of new trails, trail improvements, development of trailheads or trail side facilities, and acquiring trail corridors.

IMPLEMENTATION MATRIX & EVALUATION

The following matrix outlines the starting time frame, partners, action

type, and area of focus for each of the strategies in the plan. This matrix is intended to help organize and track progress through the implementation process and should be updated every three to five years.

Priority	Strategy/Action	Timeframe	Partners	Action Type	SubArea
1. Address Regulations and Zoning					
1.1 Update Regulations to accommodate higher density, mixed-use					
	a. Form-based codes	1 year	City	Regulation	Entire Corridor
	b. Implement parking requirements, including shared parking between commercial uses	1 year	City	Regulation	Entire Corridor
	c. Adopt sidewalk and landscaping requirements	1 year	City	Regulation	Entire Corridor
1.2 Reduce the number of driveway conflicts					
	a. Develop driveway standards and encourage shared connections	1 year	City	Regulation	Entire Corridor
1.3 Adopt parking standards					
	a. Encourage shared parking across uses	1 year	City	Regulation	Entire Corridor
	b. Adopt parking standards for mixed-use environments	1 year	City	Regulation	Entire Corridor
2. Active Transportation					
2.1 Active Transportation Strategy					
	a. Encourage enforcement efforts of traffic laws and target unsafe behaviors to improve safety and reduce collisions and conflicts between motorists, pedestrians, and bicyclists.	Ongoing	City	Policy	Entire Corridor
	b. Work closely with future development and redevelopment to provide active transportation infrastructure for residents and business.	Ongoing	City & Developers	Partnership & Policy	Catalyst Sites
	c. Evaluate traffic signal timing and other crossing safety countermeasures to improve pedestrian safety at intersections.	2-3 years	City	Study	Intersections
	d. Explore adopting a complete streets policy.	2-3 years	City	Regulation	Entire Corridor
	e. Establish a Safe Routes to School Program.	1-2 years	City	Policy	Entire Corridor
3. Create an inviting and visually appealing corridor					
3.1 Support building improvements and updated facades					
	a. Adopt high-quality building standards and design guidelines	1 year	City	Regulation	Entire Corridor
	b. Develop incentives to encourage redevelopment and revitalization.	Ongoing	City	Regulation	Entire Corridor
	c. Explore land banking to help jumpstart projects	Ongoing	City	Regulation	Entire Corridor

Implementation

Priority	Strategy/Action	Timeframe	Partners	Action Type	SubArea
	3.2 Explore art, signage, and unified wayfinding				
	a. Explore key locations for art, signage, and identity features	3-4 years	City	Regulation	Entire Corridor
4.	Create sustainable funding mechanisms				
	4.1 Adopt financing to incentivize quality development and maintain public areas				
	a. Explore a tax increment financing (TIF) district to support infrastructure and amenities	1-2 years	City	Incentives	Entire Corridor
	b. Promote public/private partnerships, including 380 agreements	Ongoing	City, Landowners	Policy	Entire Corridor
	c. Explore using Neighborhood Empowerment Zones to reduce cost of development to end user	Ongoing	City	Policy	Entire Corridor
5.	Create a green and enticing corridor				
	5.1 Finalize Creek Trail Park Master Plan				
	a. Explore opportunities to provide active features within Creek Trail Park	2-4 years	City	Investment	Creek Trail Park
	b. Coordinate Creek Trail improvements in tandem with Glenview Drive investments	2-4 years	City	Regulation	Creek Trail Park
6.	Create a connected and coordinated corridor				
	6.1 Redesign Glenview Study Area				
	a. Redesign Glenview between SH 26 to the eastern city limits	1-2 years	City, Tarrant Co	Infrastructure	Entire Corridor
	b. Implement continuous sidewalk from Highway 26 to the city limits	2-4 years	City	Infrastructure	Entire Corridor
	c. Partner with NRH to implement an ad-hoc trail crossing	2-4 years	City, NRH	Infrastructure	Trail connection
	d. Coordinate the extension of NRH's Booth Calloway Road trail to Creek Trail Park	2-4 years	City, NRH	Infrastructure	Trail connection
	e. Coordinate the extension of Richland Hills trail system to and through Jack C. Binion ES and Creek Trail Park	2-4 years	City, NRH	Infrastructure	Trail connection
	6.2 Improve gateway landscaping				
	a. Develop enhanced landscaping and aesthetics at the 26/Glenview intersection	2-4 years	City, TxDOT	Infrastructure	Intersection
	6.3 Create safe and inviting intersections				
	a. Upgrade the Booth Calloway Road/Glenview Drive intersection	2-4 years	City, Tarrant Co	Infrastructure	Intersection
	b. Upgrade Ruth/Glenview intersection	2-4 years	City, Tarrant Co	Infrastructure	Intersection



Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kip Dernovich, Director of Public Works and Capital Projects

Date: February 26, 2024

Subject: Street Improvement Projects

Agenda Item:

Street Improvement Projects

Background Information:

Staff will provide an update on the FY 2024 street improvement projects.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: February 26, 2024

Subject: January Department Monthly Reports

Agenda Item:

January Department Monthly Reports

Background Information:

Attached are the monthly Department Reports. If you have any questions regarding the reports, please contact me or the appropriate Department Head.

Financial Considerations:

N/A

Board/Citizen Input:

N/A

Legal Review:

N/A

Attachments:

January Department Reports

Council Action Requested:

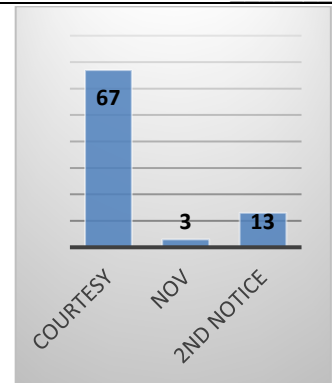
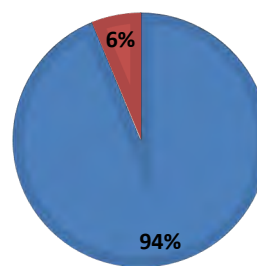
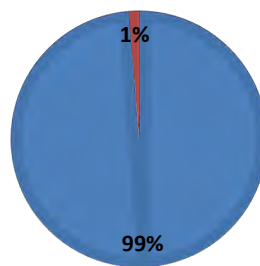
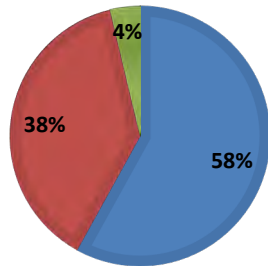
No Council Action

Code Compliance

■ Nuisance ■ Building ■ Permits

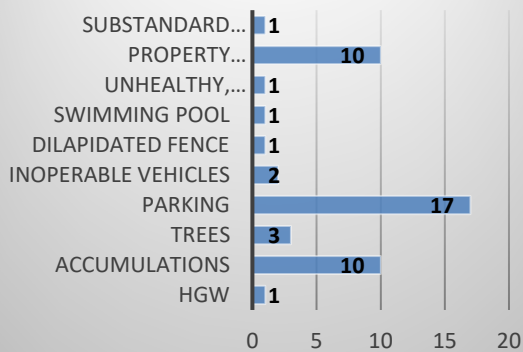
■ Residential ■ Commercial

■ Proactive ■ Reactive

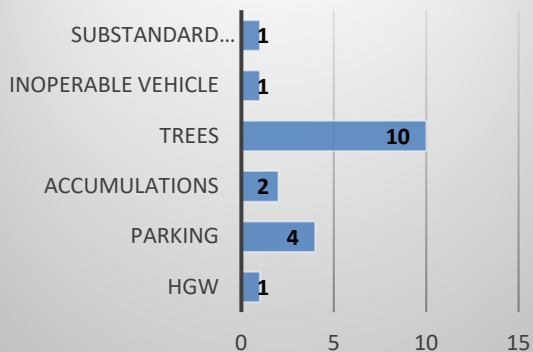


Current Month Violations					
	Notices Issued	Pending Compliance	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations	47	17	30	3	0
Building Violations	31	24	7	0	0
Zoning Issues	0	0	0	0	0
Permit Violations	3	0	3	0	0
Fiscal Year Totals	284	113	171	3	0
Previous Fiscal Year Comparison	264	61	203	7	0

Current Month



Comparison Month



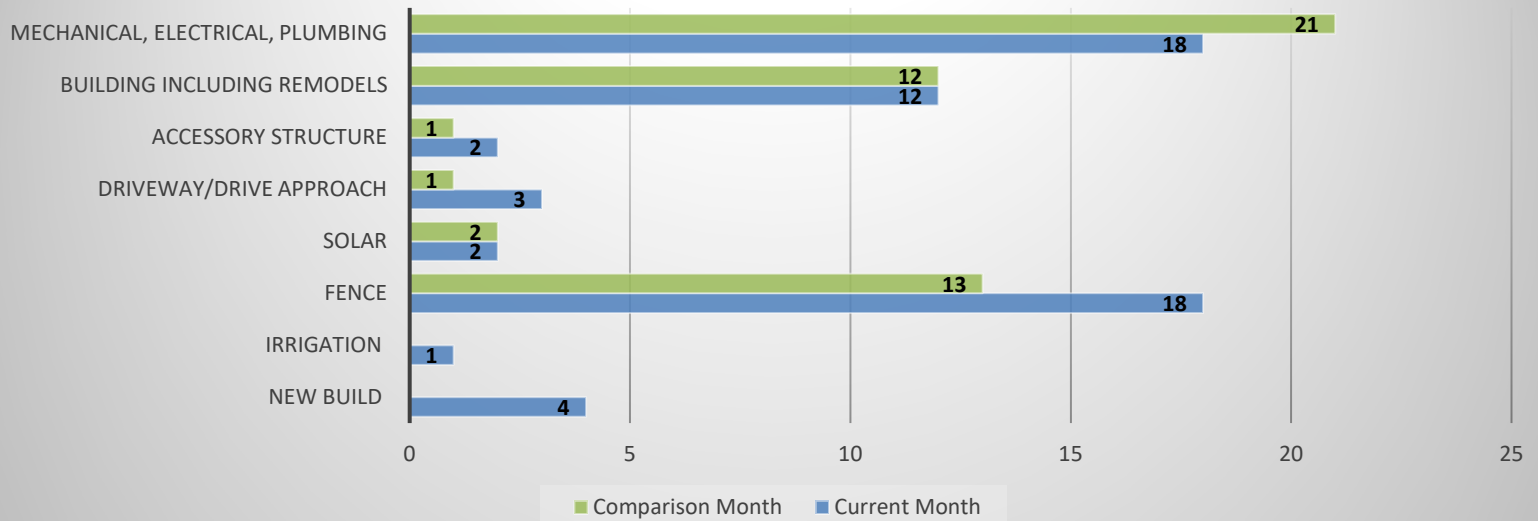
January 2024
7 Inspections Conducted
Citizen Contact
18 Complaints received.
(5 cases resulted)
Compliance
36 Residents complied within 14days & 4 residents complied within 30 days.

Signs				
	Current Month	Comparison Month Previous Year	Fiscal Year 23/24	Previous Fiscal Year Comparison
Commercial Sign Violations	0	0	0	0
Bandit Sign Removal	0	0	5	0

Building Summary				
	Current Month	Comparison Month Previous Year	Fiscal Year 23/24	Previous Fiscal Year Comparison
Registered Vacant Building	4	0	4	0
Substandard Buildings – New BBA	0	0	0	0

Development Services

January



	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Current Month Residential	10	12	2	2	2	18	0	4
Current Month Commercial	8	0	0	1	0	0	1	0
Current Fiscal Year 2023-2024	76	89	5	5	10	40	1	20
Previous Month Residential	14	12	1	1	2	5	0	0
Previous Month Commercial	7	0	0	0	0	8	0	0

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2023-2024
Sign Permit	1	2	7
ROW Permit	24	3	54
Garage Sale Permit	2	8	71
Zoning, SUP, Code Consults	1	2	5
Pool Permits	0	0	1

Business Summary

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2023-2024
Registered Rental CO's	4	12	30
Issued Commercial CO's	4	7	10
Mobile Food Vendor	0	0	0

Received Certificate of Occupancy

- Fast Services – 3123 Handley Ederville Suite B –Contractor (No outside storage)
- Special Olympics Texas – 7441 tower St –Warehouse/Distribution Center
- Safeway Technology – 7530 Glenview Dr Suite A - Business Services
- El Amor Insurance – 7530 Glenview Dr Suite A –Office, Administrative, Medical, or Professional

Number of Potential Business Certificate of Occupancy Meetings: 3**Number of Developmental Review Committee / Plan Review: 0**

Finance

GENERAL FUND, UTILITY FUND AND LINK FUND

Fiscal Year 2023-2024, Period Ending 1/31/2024

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (001)					
Revenue					
Property Taxes	\$ 3,217,091	\$ 1,276,558	\$ 2,844,136	\$ 372,955	88%
Sales Tax	\$ 4,877,144	\$ 396,155	\$ 828,540	\$ 4,048,604	17%
Other Tax	\$ 2,500	\$ 163	\$ 793	\$ 1,707	32%
Franchise Fees	\$ 556,800	\$ 20,598	\$ 38,158	\$ 518,642	7%
Fines & Forfeitures	\$ 385,100	\$ 69,411	\$ 203,701	\$ 181,399	53%
Licenses & Permits	\$ 279,225	\$ 14,095	\$ 113,280	\$ 165,945	41%
Service Charges	\$ 268,850	\$ 22,608	\$ 126,361	\$ 142,489	47%
Miscellaneous	\$ 552,227	\$ 29,175	\$ 118,009	\$ 434,218	21%
Total Revenues	\$ 10,138,937	\$ 1,828,763	\$ 4,272,978	\$ 5,865,959	42%
Expenditures					
Municipal Court	\$ 295,313	\$ 20,474	\$ 91,834	\$ 203,479	31%
Administration	\$ 709,039	\$ 48,799	\$ 209,326	\$ 499,713	30%
Police	\$ 2,580,786	\$ 168,547	\$ 715,983	\$ 1,864,803	28%
Fire	\$ 2,624,656	\$ 192,285	\$ 761,244	\$ 1,863,412	29%
Street	\$ 300,143	\$ 21,967	\$ 79,970	\$ 220,173	27%
Library	\$ 470,100	\$ 33,209	\$ 142,206	\$ 327,894	30%
Recreation	\$ 289,595	\$ 27,846	\$ 106,566	\$ 183,029	37%
Parks/Grounds	\$ 323,742	\$ 10,887	\$ 53,571	\$ 270,171	17%
Community Development	\$ 504,608	\$ 101,550	\$ 195,705	\$ 308,903	39%
Animal Control	\$ 235,448	\$ 22,678	\$ 85,805	\$ 149,643	36%
Legislative (City Secretary)	\$ 149,127	\$ 9,077	\$ 53,281	\$ 95,846	36%
Shared Services	\$ 957,232	\$ 122,217	\$ 322,041	\$ 635,191	34%
Transfers/Non Departmental	\$ 841,893	\$ 727,902	\$ 727,902	\$ 113,991	86%
Total Expenditures	\$ 10,281,682	\$ 1,507,438	\$ 3,545,434	\$ 6,736,248	34%
Rev/Exp	\$ (142,745)	\$ 321,325	\$ 727,544		
Utility Fund (002)					
Revenue					
Water	\$ 2,595,000	\$ 195,756	\$ 877,140	\$ 1,717,860	34%
Sewer	\$ 1,800,000	\$ 149,821	\$ 598,347	\$ 1,201,653	33%
Misc. (incl. Garbage Billing)	\$ 753,000	\$ 92,949	\$ 303,186	\$ 449,814	40%
Total Revenues	\$ 5,148,000	\$ 438,526	\$ 1,778,673	\$ 3,369,327	35%
Expenses					
Shared Services	\$ 356,494	\$ 43,731	\$ 120,570	\$ 235,924	34%
Administration	\$ 754,171	\$ 54,153	\$ 241,905	\$ 512,266	32%
Water Services & Distr.	\$ 1,744,698	\$ 97,325	\$ 275,466	\$ 1,469,232	16%
Wastewater Service	\$ 1,633,536	\$ 404,002	\$ 723,609	\$ 909,927	44%
Trsfrs/Debt Service/Non-Dept.	\$ 1,188,143	\$ 111,560	\$ 198,250	\$ 989,893	17%
Total Expenses	\$ 5,677,042	\$ 710,771	\$ 1,559,800	\$ 4,117,242	27%
Rev/Exp	\$ (529,042)	\$ (272,245)	\$ 218,873		
Link Operating Fund (098)					
Revenue					
Recreation	\$ 571,000	\$ 49,494	\$ 194,422	\$ 376,578	34%
Transfers in	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	100%
Total Revenue	\$ 771,000	\$ 249,494	\$ 394,422	\$ 376,578	51%
Expenditures	\$ 771,000	\$ 65,747	\$ 239,927	\$ 168,417	77%
Operating/Personnel	\$ 771,000	\$ 65,747	\$ 239,927	\$ 531,073	31%
Rev/Exp	\$ -	\$ 183,747	\$ 154,495		

Finance

SPECIAL REVENUE FUNDS

Fiscal Year 2023-2024, Period Ending 1/31/2024

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Court Security Fund (24)					
Revenue	\$ 5,500	\$ 1,518	\$ 5,037	\$ 463	92%
Expenditures	\$ 1,050	\$ -	\$ -	\$ 1,050	0%
Rev/Exp	\$ 4,450	\$ 1,518	\$ 5,037		
Court Technology Fund (39)					
Revenue	\$ 4,800	\$ 1,260	\$ 4,160	\$ 640	87%
Expenditures	\$ -	\$ -	\$ -	\$ -	
Rev/Exp	\$ 4,800	\$ 1,260	\$ 4,160		
Crime Control District (65)					
Revenue					
Sales Tax	\$ 1,842,088	\$ 147,232	\$ 308,741	\$ 1,533,347	17%
Investment Income	\$ 24,000	\$ 4,828	\$ 16,085	\$ 7,915	67%
Grants/Transfers	\$ 21,760	\$ -	\$ 4,225	\$ 17,535	19%
Total Revenue	\$ 1,887,848	\$ 152,060	\$ 329,051	\$ 1,558,797	17%
Expenditures					
Public Safety	\$ 1,539,572	\$ 173,769	\$ 498,675	\$ 1,040,897	32%
Capital Expense	\$ 281,344	\$ 648	\$ 62,245	\$ 219,099	22%
Transfers Out	\$ 192,828	\$ 192,828	\$ 192,828	\$ -	100%
Total Expenditures	\$ 2,013,744	\$ 367,245	\$ 753,748	\$ 1,259,996	37%
Rev/Exp	\$ (125,896)	\$ (215,185)	\$ (424,697)		
Hotel Occupancy Tax (77)					
Revenue					
HOT (Taxes)/Int Income	\$ 259,200	\$ 18,740	\$ 59,802	\$ 199,398	23%
Expenditures					
Operating Expense	\$ 194,375	\$ 3,250	\$ 13,398	\$ 180,977	7%
Debt Service	\$ 103,713	\$ -	\$ -	\$ 103,713	0%
Total Expenditures	\$ 298,088	\$ 3,250	\$ 13,398	\$ 284,690	4%
Rev/Exp*	\$ (38,888)	\$ 15,490	\$ 46,404		
TIF Fund (89)					
Revenue					
Property Tax Allocation	\$ 192,296	\$ -	\$ -	\$ 192,296	0%
Investment Income	\$ 53,349	\$ 3,214	\$ 12,687	\$ 40,662	24%
Sales Tax Transfer in	\$ 75,000	\$ -	\$ -	\$ 75,000	0%
Total Revenue	\$ 320,645	\$ 3,214	\$ 12,687	\$ 307,958	4%
Expenditures					
Operating	\$ 90,000	\$ -	\$ -	\$ 90,000	0%
Improvement Incentive	\$ 30,000	\$ -	\$ -	\$ 30,000	0%
Grants	\$ 400,000	\$ -	\$ -	\$ 400,000	0%
Capital Projects	\$ 230,000	\$ 85,509	\$ 85,509	\$ 144,491	0%
Total Expenditures	\$ 750,000	\$ 85,509	\$ 85,509	\$ 664,491	11%
Rev/Exp	\$ (429,355)	\$ (82,295)	\$ (72,822)		
Strategic Initiative Fund (107)					
Revenue	\$ 256,260	\$ 256,260	\$ 256,260	\$ -	100%
Expenditures	\$ 811,823	\$ 10,941	\$ 34,517	\$ 777,306	4%
Rev/Exp	\$ (555,563)	\$ 245,319	\$ 221,743		
*Any overages in these funds are covered by fund balance.					

Finance

CAPITAL FUNDS

Fiscal Year 2023-2024, Period Ending 1/31/2024

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Oil & Gas Lease Fund (12)					
Revenue	\$ 100,000	\$ 25,133	\$ 37,451	\$ 62,549	37%
Expenditures	\$ 177,000	\$ -	\$ 5,300	\$ 171,700	3%
Rev/Exp*	\$ (77,000)	\$ 25,133	\$ 32,151		
Road and Street Fund (25)					
Revenue					
Sales Tax	\$ 1,828,929	\$ 148,558	\$ 310,702	\$ 1,518,227	17%
Total Revenue	\$ 1,828,929	\$ 148,558	\$ 310,702	\$ 1,518,227	17%
Expenditures					
Street R&M	\$ 2,140,000	\$ 53,150	\$ 74,222	\$ 2,065,778	3%
Total Expenditures	\$ 2,140,000	\$ 53,150	\$ 74,222	\$ 2,065,778	3%
Rev/Exp*	\$ (311,071)	\$ 95,408	\$ 236,480		
Vehicle Replace. Fund (30)					
Revenue					
Sale of vehicles	\$ 120,000	\$ -	\$ 7,284	\$ 112,716	6%
Transfers in	\$ 501,660	\$ 501,660	\$ 501,660	\$ -	100%
Total Revenue	\$ 621,660	\$ 501,660	\$ 508,944	\$ 112,716	82%
Expenditures					
Capital-Lease Expense	\$ 339,702	\$ 36,670	\$ 122,299	\$ 217,403	36%
Capital- Purchases	\$ 118,200	\$ -	\$ -	\$ 118,200	0%
Gas/Maint	\$ 158,758	\$ 18,163	\$ 37,486	\$ 121,272	24%
Operational	\$ 5,000	\$ 328	\$ 328	\$ 4,672	7%
Total Expenditures	\$ 621,660	\$ 55,161	\$ 160,113	\$ 461,547	26%
Rev/Exp*	\$ -	\$ 446,499	\$ 348,831		
ARPA Fund (101)					
Revenue-Transfers In/Interest	\$ 1,652,404	\$ 165,089	\$ 232,088	\$ 1,420,316	14%
Expenditures					
Project Appropriations	\$ 1,628,404	\$ 157,349	\$ 201,503	\$ 1,426,901	12%
Total Expenditures	\$ 1,628,404	\$ 157,349	\$ 201,503	\$ 1,426,901	12%
Rev/Exp	\$ 24,000	\$ 7,740	\$ 30,585		
*Any overages in these funds are covered by fund balance.					

Finance

DEBT SERVICE FUND

Fiscal Year 2023-2024, Period Ending 1/31/2024

Monthly Financial Report

	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Debt Service Fund (10)					
Revenue					
Property Taxes	\$ 1,485,482	\$ 563,716	\$ 1,259,172	\$ 226,310	85%
Interest Income	\$ 15,000	\$ 3,028	\$ 11,954	\$ 3,046	80%
Total Revenues	\$ 1,500,482	\$ 566,744	\$ 1,271,126	\$ 226,310	85%
Expenditures					
Debt Service	\$ 1,465,229	\$ 752	\$ 66,924	\$ 1,398,305	5%
Rev/Exp	\$ 35,253	\$ 565,992	\$ 1,204,202		

COMPONENT UNIT

Richland Hills EDC (26)					
Revenue					
Sales Tax	\$ 1,219,286	\$ 99,039	\$ 207,135	\$ 1,012,151	17%
Interest Income	\$ 42,000	\$ 6,790	\$ 26,260	\$ 15,740	63%
Total Revenues	\$ 1,261,286	\$ 105,829	\$ 233,395	\$ 1,012,151	19%
Expenses					
Operating	\$ 386,149	\$ 57,555	\$ 99,081	\$ 287,068	26%
Transfers Out	\$ 53,046	\$ -	\$ -	\$ 53,046	0%
Capital	\$ 900,000	\$ -	\$ -	\$ 900,000	0%
Debt Service	\$ 230,863	\$ -	\$ -	\$ 230,863	0%
Total Expenditures	\$ 1,570,058	\$ 57,555	\$ 99,081	\$ 1,470,977	6%
Rev/Exp*	\$ (308,772)	\$ 48,274	\$ 134,314		

*Any overages in these funds are covered by fund balance.

DRAINAGE

Drainage Fund (022)					
Revenue					
Billing/Interest	\$ 914,400	\$ 76,213	\$ 306,405	\$ 607,995	34%
Expenses					
Operating	\$ 471,570	\$ 34,968	\$ 67,462	\$ 404,108	14%
Capital	\$ 129,341	\$ 123,736	\$ 147,296	\$ (17,955)	114%
Debt Service	\$ 475,240	\$ 7,471	\$ 7,471	\$ 467,769	2%
Total Fund	\$ 1,076,151	\$ 166,175	\$ 222,229	\$ 853,922	21%
Rev/Exp*	\$ (161,751)	\$ (89,962)	\$ 84,176		

*Any overages in these funds are covered by fund balance.

Fire

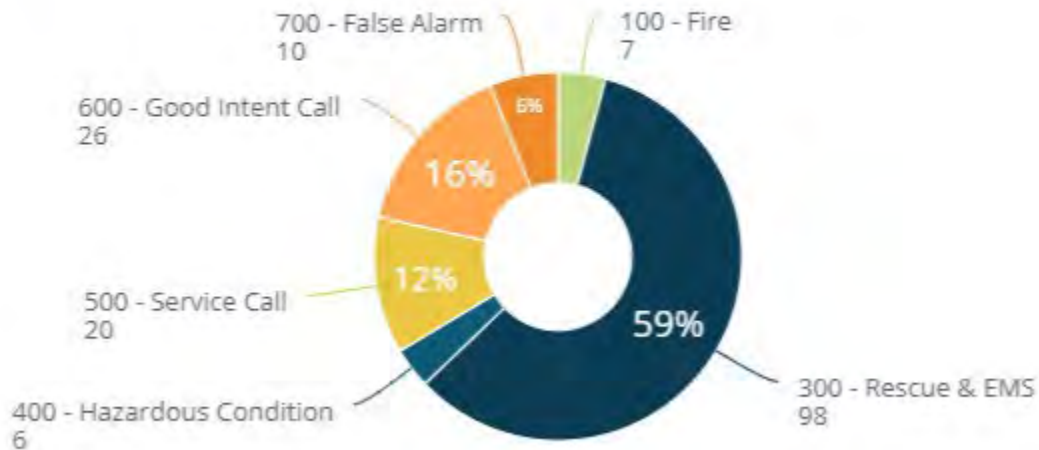
Fire Operations:

- Personnel completed **13** business inspections throughout the month.
- Members completed a combined **326** hours of training this month.
- The mutual aid agreement with Medstar Ambulance resulted in **66** responses during January and **47** transports to local hospitals.
- Turnout times averaged **57 seconds** for January. The national standard is 60 seconds or less.
- Response times for January averaged **3 minutes 56 seconds** from receipt of call-in dispatch to the first fire unit arriving on scene to assist.
- FF/PM Gabriel Munoz left his position as a FT FF/Pm on January 12th and assumed his new role as our permanent part time EMS Captain. Gabe has taken a full-time position with Ovilla FD as a Fire Captain.
- FM Brock is strictly enforcing fire lanes around the city to ensure access for emergency vehicles is maintained. Several citations have been issued.
- Smoke alarms continue to be available to those who need them. There is no cost and FD personnel will install them. No smoke detectors were installed in January.
- Vial of Life emergency medical information pouches are available at the fire station and Library.
- Medication disposal pouches are also available at the fire station. The box is mounted on the wall in the lobby of the new fire station. Please help yourself.
- Personnel are in the beginning stages of establishing a joint Police/Fire Honor Guard.
- Staff is working on establishing a Rehab Team for emergency incidents staffed by community volunteers who have graduated from the CFA or CPA.
- Calls in January 2024 were **10% more** than calls in January 2023.
- The FD Awards Banquet was held on Saturday, January 13, 2024, and the following personnel received awards:
 - o Cody Corder – Firefighter of The Year
 - o Cory Graham – EMS Provider of The Year
 - o Capt. Michael Irizarry – Chief's Award

Operations Response Data:

Service Calls – Through January 31, 2024			
	Current Month	January 2023	FY2024 Total
Fire Calls	7	4	21
EMS/Major Accidents/ Rescues	98	110	339
Hazardous Conditions – No Fire	6	2	25
Public Assistance	20	13	63
Good Intent (No Service Rendered)	26	15	68
False Alarm	10	9	39
Severe Weather & Natural Disaster	0	1	0
Total Calls	167	154	555
Automatic / Mutual Aid			
	Current Month	January 2023	YTD Total
Aid Received	94	27	166
Aid Given	27	28	59

Percentage of Incident Type Group



Medstar Response Data:

Richland Hills Monthly Count Data			
Priority	Count of Monthly Responses	Transports	Average Response Time
P1	1	0	0:00:00
P2	15	9	0:08:55
P3	9	7	0:08:24
P4	2	1	0:08:29
P5	30	24	0:13:00
P6	0	0	0:00:00
P7	5	5	0:12:04
P8	4	1	0:10:49
Overall Total:	66	47	0:10:17
Priority Total:	25	16	0:08:39
Non-Priority Total:	41	31	0:11:05
Transport Percentage:	71.2%		

Priority 1 calls are considered life threatening emergencies. Priority 2 and 3 calls are considered urgent response needed. Priorities 4 through 8 are decreasingly non-emergent in nature based on information from the caller.

Emergency Management:

- The after-action review presentation was presented to the City Council on January 22nd and the staff is working on plans for addressing deficiencies and or equipment items needed in the upcoming budget process.
- Monthly outdoor warning siren tests have been successful, and the new equipment seems to be working great.
- We continue to educate the public on the purpose of the sirens and the misconception that they should warn them inside their homes. Staff is planning to put together a public service announcement to further reinforce the intent and purpose of these warning tools.

Fire Marshal:

CO Inspections: 5

Annual Fire Inspections: 13

Fire Alarm Inspection: 3

Fire Sprinkler Inspection: 11

School Inspections: Completed Aug. 2023

Church Fire Inspections: 2

Nursing Home Inspections: Up to date

Plan Reviews: 13

Code Consults: 1

Business Info Updates: Advanced Foam Recycling advised their lease is ending within a few months and they will be relocating. Armor Heat Treat is moving to 7110 Burns Street, in the process of adding high heat sprinkler heads for ovens. Cano Electric retrofitted sprinkler system for new offices at 7400 Whitehall.

DRC Meetings: 1 - Discussed Townhomes addition at 7212 Baker Blvd. Discussed hydrants to be added, fire department access, and NFPA 13D for Residential Fire Sprinklers

P&Z Meeting: N/A

Tarrant Co. Emergency Mgmt. Meeting: Several Situational Awareness calls for Severe Weather during winter weather period.

NEFDA Haz-Mat Meeting: Postponed to February 1st. Will meet to discuss NEFDA HazMat budget, purchases, December NEFDA Drill after action, 2024 training agenda and topics, 2024 Conferences, and the 2024 World Cup preparations.

TCFAI Meeting: Dues were paid in January, IAAI Practicum course is being put together, no other information noted.

Walkthroughs: Scheduling for 7426 Tower Street; Corporate Design and Installation

Uniforms: New uniforms are ordered for Part Time FF Cuthbertson and Full Time FF Martinez, outfitting current light jackets and job-shirts with new logo.

SCBA: FIT Testing and Quarterly Air Testing complete, hydrostatic tested Rapid Intervention Team air bottle, Yearly Flow Tests are scheduled.

Emergency Mgmt: Looking at TDEM for available classes and grant resources/procedures. Acquiring resources for EOC as addressed in After Action Meeting of September Drill.

Training: Firearms qualifications rescheduled due to weather and location scheduling conflicts; LLRMI Class in April for Fire Pattern Recognition and Identification.

Investigations: 7138 Maple Park Drive, residential structure fire ruled undetermined.

Other: Plans for Diesel Generators for the pump stations have been received and approved, Fire Marshal will be on site for inspections after installation is completed. Attended Special Events Meeting discussing Easter Celebration and other upcoming city events. Meeting with PD regarding a shared use of fleet vehicle for Fire Dept members to utilize for off-site training and classes, running errands, use for pulling Rehab Trailer, etc. A kickoff meeting for the renovation of the old FD Admin. and Public Works building took place with several department heads and architecture/engineer firms also in attendance. Met with Private Investigator regarding employee disciplinary actions. All emergency fire apparatus and ambulances have new decals on them, the Fire Chief and Fire Marshal trucks, along with the shared rehab trailer will be completed next week. The Fire Marshal truck returned to Dana Supply for warranty work to be completed and will be finalized next week and was also sent for Preventive Maintenance at Steve's Auto Shop in Richland Hills. Quotes are being gathered for a carport to be used for the four parking spaces on the Fire Department's east side, just next to the Post Office. Richland Crossing addition has some utilities in place, roads are cut, and the rear alley appears to be ready for concrete. Baker Landing has several occupied homes already and several more are completed or in completion at the time. There are still a few lots awaiting construction to begin.

RICHLAND HILLS PUBLIC LIBRARY

JANUARY • 2024



IMPACT

The library is busy! all of our numbers are up since last year at this time- visits, programs, questions, check outs and computer usage! We attended the Richland Middle School Science Night and the kids had a good time making and flying some paper aliens.

At the beginning of the month all staff attended training at the Keller Public with other MetroShare Library employees. This was a refresher on our software as well as marketing, cataloging and customer service.

KEY FACTS (Last Year)

- 998 Visitors (807)
- 251 Program Attendance (208)
- 11 Programs and Events (9)
- 1536 Questions Answered (904)
- 233 Computer Sessions (195)
- 3572 Total Items Checked Out (2511)
- 4 Posters printed for other City Departments (16)

Month of January 2024

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

	Current Month # Cleared	Current Month \$ Amt Cleared	YTD Number	YTD Dollar Amount
Warrant Service by Marshal in office				
Turned self in	2	\$ 832.00	13	\$ 4,659.10
Attorney bonds	0	\$ -	19	\$ 6,959.40
Returned for Officer correction	3	\$ 1,201.20	10	\$ 4,155.80
Unable to locate - bad info	0			
Paid/payment plan	12	\$ 4,726.80	79	\$ 29,486.50
Deceased	0			
Cleared-Found Incarcerated	6	\$ 2,233.00	13	\$ 4,817.00
Warrant Service by Marshal in field				
Arrests - transfer to jail	0			
Payment plan rather than jailed	0			
Attorney bonds rather than jailed	0			
Paid rather than jailed	0			
Warrant Service - Other				
Time Served	78	\$ 24,465.00	212	\$ 73,792.65
Arrested by other agencies	72	\$ 26,902.20	278	\$ 105,503.10
Paid by defendant	5	\$ 2,283.76	14	\$ 6,893.66
Released due to medical reasons	10	\$ 4,274.00	10	\$ 4,274.00
Attorney bonds	0		0	
Prisoner Transfers				
Number of defendants transferred	0		2	894
Total hours spent on transfers	0		7	
Total miles driven on transfers	0		196	
Teletype - time serve/plea/court date	25	\$ 9,067.00	75	\$ 23,302.10
Other Duties				
Bank detail	8		36	
Traffic stops	0	0	0	0
Insurance verifications	33		94	
Vehicles inspected	2		5	
Bailiff hours	13		37	
Training	4		4	
Serve summons - School	1			
Serve summons - Animal Control	0			
Serve summons - Code Enforcement	1			
Serve summons - Police	3		1	
Officer corrections on citations	5		26	
Returned FTA notices	49		153	

Municipal Court

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

None at this time.

Citation Summary		
	Current Month	YTD Total
Violations Filed	448	1829
Completed Cases– Paid Fine & Before Judge	249	802
Other Completed - Dismissed deferred, DSC, proof, compliance, by Judge or Prosecutor, plea & bar, void	165	609
Number of Warrants Issued	41	567
Number of Warrants Cleared	100	425
Number of Outstanding Warrants	27	421
Value of Outstanding Warrants	\$11,561.00	\$191,726.06
Total Fees Collected	\$94,495.70	\$304,215.96

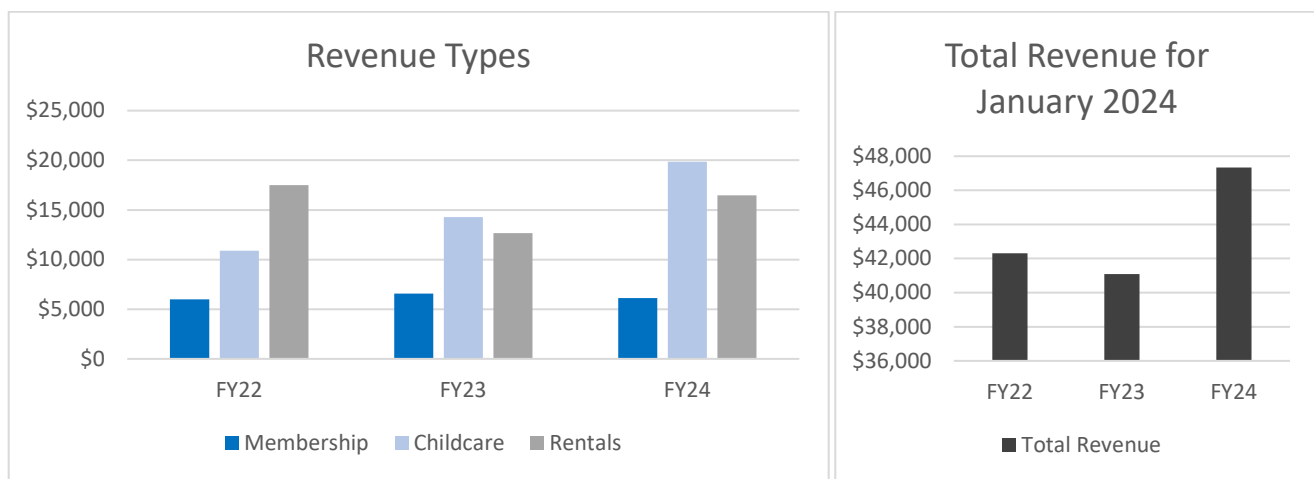
Parks and Recreation Director's Report

January 2024



Budget Analysis

Revenues were steady to begin Q2. January outperformed projections by over \$6,000 to put The Link at \$23,679.68 up for the fiscal year. Memberships, day passes, athletics and concessions all under performed, but all other categories met or exceeded the projected goals. Camp, Afterschool Program, and Rentals all had very big numbers that exceeded expectations by more than \$2,000 each.



Expenses for Link Operations totaled \$174,180.01 at the end of December. That accounts for 22.6% of annual budget in 25% of the budget year.

Project/Program Updates

- Memberships: \$5,528.42.** Memberships were stagnant again in January with a slight downward trend. Membership numbers will be lower to some degree than previous years as The Link does not charge for group exercise classes anymore. Instead, a portion of each age-appropriate membership goes toward the fitness classes account.

The annual New Year's sale (from December 15 through January 31) included 68 annual memberships with 19 new members and families signing up.

With 59 sales and 51 terminations, the overall count is stagnated at 308 memberships at The Link. Scans increased to 2,118 in December with 376 different users. The Link also had 46 day passes sold.

- Medicare programs brought in **\$2,198.50** in additional monthly fees from 159 active members.

- **Camp Connect and Link Learner's Academy (LLA): \$19,856.00.** During a rare third week of Winter Camp, staff hosted 21 children. The Link Learner's afterschool program is at 100 students from seven different area schools.
- **Programs:** Staff is continuing to work on bringing in more instructors with more classes. The goal is to have a wide variety of art, educational, and physical or athletic classes hosted at The Link.
 - **Classes:** Current classes
 - Karate – 5
 - Belly Dancing – 4
 - Ballet I – 6
 - Homeschool Recess – 21 families
 - **Richland Hills Outdoor Programs and Education Series (RHOPES):** Staff will be working with the Library staff to program for the full solar eclipse in April. Additionally, Link Staff will be hosting a camping trip with the help of the Texas Parks and Wildlife's Texas Outdoor Family program. Staff will spend 2 nights at Tyler State Park with up to five families from our community. That trip is April 12-14.
 - **Athletics:** The athletics at The Link includes free play pickleball, volleyball, and basketball opportunities in the gymnasium. *These options are open to members for free and the public for a fee.
 - Pickleball Lessons – 1
 - Pickleball players* – 43
 - Volleyball players* – 43
 - **Special Events:** No city events were scheduled, but The Link did host the Annual Miss Texas Invitational again this year. There were over 200 athletes from 3 continents showing off their skills on the last weekend in January. The Link is proud to host this event and bring in families and dollars for tourism.
 - **Community Programs:** The Link, while designed to generate revenue, tries to find a balance with community programs that anyone can join.
 - Lunch Bunch – Raising Canes Chicken Fingers, sides and Babe's Banana Pudding were served to 83 attendees. 73 seniors stayed and played bingo for prizes.
 - Tarrant Area Food Bank – in association with Trinity Point Church – was held serving about 90 families.
 - Second Saturday Seminars – David Morin, one of The Link's certified trainers, hosted a session on sports nutrition for the January topic.
 - **Senior Programs:** 14 seniors joined staff for a trip to the Winstar Casino on January 3, and on January 17 there were 14 attendees for a trip to Nebraska Furniture Mart in The Colony.
- **Parks:** Staff is scheduled to do a higher level inspection of the city's playgrounds before the beginning of April. Inspections will include safety hazards, vandalism, and documentation of older and weather parts. Additionally, staff will be monitoring the wood fiber levels before the spring season.
 - **Park Plan Updates:** The Kate Baker Improvements were stalled in January as the survey of record needed to be redone after Dover was repaved. Staff is working with Parkhill and C Green Scaping on the new schedule for completion of that construction. In addition, staff is updating

RomTec and Todo Verde as they plan their timelines for the installation of the restroom/pavilion and Wi-Fi in the park respectively.

For Rosebud Improvements, Parkhill completed the agreement and pricing structure for that upcoming plan and design. Staff will be requesting additional funds for the design and engineering in February.

- **Park Amenities:** Installation was paused in January while staff worked to complete the indoor playground at The Link and remove the dirt at the Plaza playground. Installation will ramp back up for Rosebud Park (prior to Easter) and for RH Hike and Bike Trail next.
- **Water Feature:** The water feature had another freeze with damage in January. It happened over the cold January 20th weekend. Staff had heaters in the pumphouse and even wrapped some pipe. Unfortunately, those efforts were not enough. Staff is getting a quote and putting together a plan to fix the plumbing issues in March after any other potential freezes.
- **Landscaping:** Nico's Landscaping is one step closer to getting the bonds secured. Until then, staff will be tending to any areas that need attention.
- **ROWS and Medians:** The TxDOT 2023 Green Ribbon project is wrapping up after the 12 month maintenance period for their vendor to manage the vegetation. Staff has begun documenting the plants that did not survive the summer or winter temperatures for replacement.

The 2024 Green Ribbon demolition has begun. There will be some lanes closures during the month, but they should be completed by February.

- **Rentals: \$16,473.75** The Link hosted 68 rentals this month, including 5 city events. The Link continues to see really high rental numbers and revenues. The team is doing very well in managing this segment of our operation. Staff is striving to continue to grow the revenue by focusing on midweek daytime rentals.

Valuable Information:

- The indoor playground – The Link's indoor playground should be ready to open in February. A couple of customers are already interested in hosting parties with us.

Link Revenue	January 2022	January 2023	January 2024		Fiscal Year 21-22 YTD	Fiscal Year 22-23 YTD	Fiscal Year 23-24 YTD
Classes	\$ 353.50	\$ 441.50	\$ 776.50		\$ 1,968.37	\$ 2,598.37	\$ 3,926.00
Link Membership	\$ 5,678.41	\$ 6,381.51	\$ 5,528.42		\$ 22,567.70	\$ 24,112.21	\$ 22,249.56
Day Passes	\$ 389.00	\$ 181.00	\$ 262.00		\$ 1,097.00	\$ 1,094.00	\$ 1,399.00
Fitness Classes	\$ 328.96	\$ 194.13	\$ 602.18		\$ 1,779.82	\$ 855.32	\$ 2,093.83
Personal Training	\$ 3,001.87	\$ 655.08	\$ -		\$ 9,789.10	\$ 2,699.77	\$ 1,020.00
Athletics	\$ 2,842.47	\$ 4,944.00	\$ 2,717.00		\$ 8,018.25	\$ 9,679.74	\$ 6,189.50
Day Camps	\$ 1,120.00	\$ 562.50	\$ 2,670.00		\$ 7,985.50	\$ 6,541.50	\$ 10,864.00
After School Program	\$ 9,783.66	\$ 13,713.30	\$ 17,186.00		\$ 36,223.24	\$ 43,456.80	\$ 70,626.00
Rentals	\$ 17,502.30	\$ 12,671.50	\$ 16,473.75		\$ 80,377.84	\$ 56,927.50	\$ 60,999.25
Grand Total	\$ 41,000.17	\$ 39,744.52	\$ 46,215.85		\$169,806.82	\$147,965.21	\$179,367.14

*this chart does not include all revenue streams.

- | Service Calls | | |
|---|---------------|-----------|
| | Current Month | YTD Total |
| Total Calls for Service (CFS) | 2645 | 2645 |
| Calls for Service | 366 | 366 |
| Field Generated CFS | 2279 | 2279 |
| Proactive Policing (Included in Field Generated | | |
| Traffic Stops-Spillman | 519 | 519 |
| Violations issued | 423 | 423 |
| Warnings issued | 406 | 406 |
| Traffic stops resulting in an arrest | 29 | 29 |
| Crime Prevention CFS | 540 | 540 |
| Business Checks CFS | 590 | 590 |
| Arrests | 58 | 58 |
| Family Violence-included above | 5 | 5 |
| DWI Arrests-included above | 7 | 7 |
| Priority-1 Total Response Time | 5m 31s | |
| Priority-1 Officer Response Time | 4m 38s | |

NOTES:

Part 1 Offenses

	Current Month	YTD Total
--	---------------	-----------

Total Violent Crime Offenses	13	13
Murder	0	0
Rape	3	3
Robbery	0	0
Aggravated Assault	1	1
Simple Assault	8	8
Total Property Crime Offenses	27	27
Burglary	1	1
Business	1	1
Residential	0	0
Larceny	17	17
Burglary of Motor Vehicle	8	8
Auto Theft	3	3
Part -1 Offenses Cleared	19	19
Clearance Rate %	47.50%	47.50%
Stolen Property Reported	\$118,033	\$118,033
Stolen Property Recovered	\$9,000	\$9,000

NOTES:

Two of the three sexual assaults were known offenders, and 1 case is from a CPS referral.

Traffic Unit Program

	Current Month	YTD Total
Traffic Stops	74	74
Citations	60	60
Violations	76	76
Speed Related	12	12
Fail to Maintain Financial Responsibility	6	6
Expired Registration	1	1
All Other Violations	57	57
Warnings	47	47
Accident Investigations	2	2
Reactive Traffic Enforcement	3	3
Parking Complaint	0	0
Traffic Complaint	3	3
Proactive Traffic Enforcement	57	57
Citizen Initiated	16	16
Officer Initiated	15	15
School Zone	26	26
Arrest	1	1
Impaired Driver	0	0
Warrants	1	1
On-View	0	0

NOTES: The Traffic Unit has been temporarily suspended due to staffing. Once positions are filled, we will reactivate the unit.

Traffic Accidents

	Current Month	YTD Total
Crash Reports	10	10

Accidents-Major	4	4
Accidents-Minor	8	8
Alcohol/Drug Impairment	1	1

NOTES:

Records

	Current Month	YTD Total
Sex Offender Registrations	1	1
Open Records Requests	40	40
Solicitors Permits	0	0

Property & Evidence

	Current Month	YTD Total
Pieces of Property Received	76	76
Items Taken to Lab for Narcotics Testing	0	0
Items Taken to Lab for Blood Alcohol Content	0	0
Crime Scene Call-Outs Richland Hills	0	0
Crime Scene Call-Outs Haltom City	0	0

Criminal Investigations

	Current Month	YTD Total
New Assigned Cases	130	130
Current Open Cases	128	
Total Warrants Issued	5	5
Misdemeanor Arrest Warrant	3	3
Felony Arrest Warrant	2	2
Search Warrant	0	0
Charges Filed with TCDA	38	38
New Emergency Protective Orders	4	4

NOTES:

Animal Services

- Vax Shack provided 35 Spay & Neuters on January 25th and immunized just over 65 pets.
- The next Surgery & Clinic Day is scheduled for February 22, 2024.
- Assisted Hurst Animal Services in providing on-call standby between January 19 and January 22.

	Current Month	YTD Total
Total Dispatched Calls	19	19
Impounds		
	Current Month	YTD Total
DOGS	11	11
CATS	10	10
OTHER THAN DOGS/CATS	0	0
TOTAL	21	21
Incidents by Type		
	Current Month	YTD Total
ANIMALS AT LARGE	5	5
AGGRESSIVE ANIMAL	1	1
ANIMAL COMPLAINTS	12	12
INJURED ANIMALS	1	1
TOTAL	19	19
NOTES:		
Bite Reports		
	Current Month	YTD Total
ANIMAL BITES	0	0
SHELTER QUARANTINE	0	0
HOME QUARANTINE	0	0
SUBMISSION &/or Owner Req Euthanasia	0	0
UNABLE TO LOCATE	0	0
NOTES:		
Disposition of Animals out of the Shelter		
	Current Month	YTD Total
DOGS ADOPTED	2	2
CATS ADOPTED	16	16
RETURNED TO OWNER/YARD	6	6
TRANSFERRED/RESCUED	2	2
EUTHANIZED/ LOST/ DIES IN CARE	0	0
City License Issued		
	Current Month	YTD Total
ISSUED	15	15
Citations/Violations Issued		
	Current Month	YTD Total
CITATIONS ISSUED	3	3
WARNINGS ISSUED	0	0

Public Works

Public Works – Work Orders

TOTAL WORKORDERS: 331

STREETS

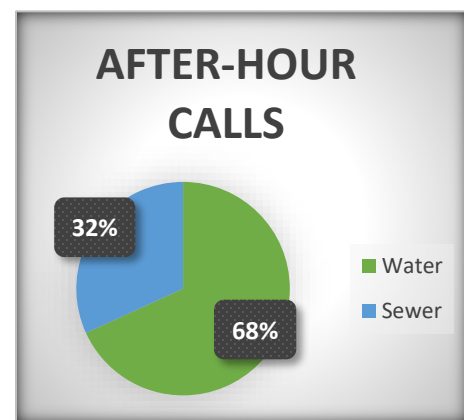
	CURRENT	YTD
Potholes	100	100
Street Patch	0	0
Debris Removal/Mowing	14	14
Sign Repair/Install	26	26
Manhole Repairs	0	0
After Hour Calls	2	2
Other (Mosquito Testing/Spray, etc.)	0	0

WATER

	CURRENT	YTD
Water Line Break	5	5
Water Line Repair	1	1
Meter Leak/Repair	8	8
After Hour Calls	15	15
Other (Water pressure, odor, etc.)	4	4

SEWER

	CURRENT	YTD
Sewer Line Break	0	0
Sewer Line Repair	0	0
Household Back-up	12	12
Drainage	2	2
After Hour Calls	7	7
Other (Odor, etc.)	6	6



Utilities – Work Orders

TOTAL WORKORDERS: 302

SERVICES			GENERAL		
	CURRENT	YTD		CURRENT	YTD
Meter Turn On	75	75	Possible Leak	14	14
Service Shut Off	85	85	Meter Repairs/Replacement	0	0
Final Reads	41	41	Reset Encoder	20	20
Service Starts	31	31	No Reads	8	8
Re-Read Meter	4	4	Other (Low Consumption, Meter Tests, etc.)	24	24

Operational Updates

- 3000' of sewer line cleaned.
- 62 man-hours spent reading wells and water sampling.
- 20 man-hours spent conducting NAP Testing.
- Routine levee maintenance and mowing.
- Continued installation of water meters at Baker Landing.
- Routine storm preparation (chainsaw maintenance, prep sandbags, prepped dump truck with sand for the spreading, etc.).

- Lift Station Maintenance.
- Generator Project is underway.
- Replaced drain valve at London elevated water storage tank. Incident resulted in 100,000-gallon water loss.
- 10 emergency water shut-offs due to the freeze.
- Completed reconstruction of the drainage wall behind the Baptist Church.
- There were no CCTV conducted on storm drains and sewer lines due to the freeze and time spent repairing water line breaks.
- Staff made a large fence repair at the PW facility due to storm damage.
- Staff prepared and submitted the quarterly DLQOR Report and the bi-annual NTGCD Report.
- Began preparation for National Drinking Water Week. May 5-11, 2024.
- Began compiling data for the 2023 Water Quality Report.



This break is a perfect example of how PW stives to work as a TEAM. Even those not on-call stayed behind to help expedite the repair due to the extremely low temperatures and the safety of their peers.

WATER MAIN BREAK - 01/16/2024
Outside Temperature: 19 degrees
Break was repaired “hot”, meaning water service was not shut off to the surrounding properties.

Staff Updates

- Kristopher Lewis. began his employment on January 8, 2024, as a Maintenance Technician I.
- Staff signed new job descriptions with the new title of Maintenance Technician I and updated training/licensing requirements.
- Superintendent, Kelly Morris registered for Surface Water Production training.
- Maintenance Technician I, Hoang Pham registered for Water Utility Safety.

HOUSEHOLD HAZARDOUS WASTE DISPOSAL AND SHREDDING



WHAT

Household Hazardous Waste Collection is your opportunity to dispose of items you cannot put with your regular garbage pickup or bulk pickup.

Proof of City of Richland Hills residency (driver's license or current utility bill) is required.

WHERE

Household Hazardous Waste Collection drop-off will be located at the Richland Hills Fire Station Bays, 3220 Rufe Snow Dr. Vehicles will enter the Fire Station Bays from Rufe Snow Drive and will exit off Rena Drive.

Document Shredding will take place in the City Hall parking lot, 3200 Driana Dr.

WHEN

Saturday, May 4, 2024 from 9:00 am to 11:00 am.



ACCEPTED ITEMS

- Paint (limit of five cans)
- Painting supplies
- Automotive fluids and filters
- Cleaners and chemicals
- Hobby chemicals
- Lawn/garden/pool chemicals
- Light bulbs
- Cooking oils
- Batteries



UNACCEPTED ITEMS

- Ammunition and explosives
- Butane/propane cylinders
- Prescriptions, over-the-counter medicines and medical waste
- Asbestos
- PCBs/radioactive items
- Any commercial, business and industrial waste
- Bulk items, such as furniture and appliances



Most paper documents and files will be accepted for on-site shredding, including paperclips and staples. Phone books, newspapers and magazines will not be accepted.



Richland Hills Public Works (817)616-3830 publicworks@richlandhills.com