Notice of Meeting  
Regular Meeting of the Keene City Council

Thursday, April 25, 2019

Gary Heinrich  
Mayor

Lisa Parrish  
Place I

Cheryl Schram  
Place II

James Belz  
Place III

Rob Foster  
Ward I

Gwen Beeson  
Mayor Pro Tem (Ward II)

Robert Cooper  
Ward III

Notice is hereby given that a Regular Meeting of the City Council of the City of Keene will be held on Thursday, April 25, 2019 at 6:00 PM at the Keene City Hall, located at 1000 N Old Betsy Rd (FM 2280), Keene, Texas, in the City Council Chambers.

City Hall is wheelchair accessible. The entry ramp is at the front with entry at the front entrance to City Hall. Reasonable accommodations to furnish auxiliary aids or assistance to assist persons with special needs will be provided when forty-eight (48) hours advance notice is given. Please contact the City Secretary at 817-641-3336.
Call to order and certification of quorum

Invocation & Pledge of Allegiance to the Flags of United States and Texas Flag.

Pledge of Allegiance to the Texas Flag:  *Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

1. Public Comments
   (Citizens are invited to speak on any topic; however, unless the item is specifically noted on this agenda, the City Council is required under the Texas Open Meetings Act to limit its response to one of the following: Responding with a statement of specific factual information or reciting the City’s existing policy on that issue; or Directing the person making the inquiry to visit with City Staff about the issue. (No Council deliberation is permitted.) Citizens are required to stand when speaking, state their name and address and the comment time is limited to three (3) minutes. The amount of time given to the public to speak may be changed at any time at the Mayor’s discretion.)

2. Mayor’s Comments:

3. Consideration and possible action regarding the minutes dated February 28, 2019 and March 14, 2019.

4. Discussion and possible action regarding Resolution No. 2019-356 designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Texas Community Development Block Grant program (TxCDBG) contract number 7217092.

5. Discussion and possible action regarding Resolution No. 2019-359 regarding civil rights protections in accordance with the Texas Community Development Block Grant program (TxCDBG) contract number 7217092.

6. Discussion and possible action regarding Ordinance No. 2019-590 regarding a Council agenda setting policy.

7. Discussion and possible action with direction to staff regarding the live streaming of City Council meetings.

8. Discussion and possible action regarding quarterly investment report ending March 31, 2019.


11. **PUBLIC HEARING:** Discussion regarding a Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development.

12. Discussion and possible action regarding a Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development.

13. **PUBLIC HEARING:** Discussion to amend Title VII: Traffic Code, specifically, Chapter 72: Parking Rules.


15. **PUBLIC HEARING:** Discussion regarding a special use permit for a digital sign located at 304 US Hwy 67, Iglesia Adventist Church.

16. Discussion and possible action regarding a special use permit for a digital sign located at 304 US Hwy 67, Iglesia Adventist Church.

17. Dept Reports
   - Police
   - Fire
   - Finance
   - Planning & Development
   - Code Enforcement
   - Animal Control

18. City Manager's Report:
   - Fire/ EMS Department
   - Capital Improvement Projects
   - Developments
   - Drainages Projects
   - Engineering Department
   - Finance Department
   - Grant related Projects
   - Law Enforcement
   - Legislative Update
   - Planning Department
   - Road Project
   - Special Projects
   - Future Agenda Requests
   - Transportation
   - Wastewater Projects
   - Water Projects
   - Animal Control
   - Legal matters
   - Livestreaming
   - Parks & Recreation

19. Discussion and requests for future items on the agenda.
20. Adjourn

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of Keene, Texas is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the official bulletin board of City Hall, a place convenient and readily accessible to the general public at all times, and that said notice was posted on or before 6:00 P.M., Monday, April 22, 2019.

_____________________________
City Secretary, Holly Owens, T.R.M.C.
MINUTES
of the
KEENE CITY COUNCIL

THURSDAY, FEBRUARY 28, 2019

PRESENT: Mayor Gary Heinrich, James Belz, Lisa Parrish, Robert Cooper, Rob Foster, Cheryl Schram, and Gwen Beeson.

ABSENT: None

CALLED TO ORDER: Called the Regular meeting to order at 6:00 p.m.

Invocation & Pledge of Allegiance & Texas Pledge – Gwen Beeson

1. Public Comments:
   Carmen Curubo, 212 S College Dr., Keene came forward. Ms. Curubo asked about the procedures for getting a digital sign for their church and how long it takes to get a special use permit.

   Don Martin came forward and explained the process and that currently he is waiting on plans from the contractor for review. Once reviewed, the plans can move forward to the Planning and Zoning Commission for a special use permit.

   Paul Gnadt with the Keene Chamber of Commerce came forward. Mr. Gnadt thanked the Keene Economic Boards for their donations to the Expo. It was a good event and was happy to see so many city representatives.

   Bonnie Thomas, 307 E Hwy 67, Keene came forward. Ms. Thomas expressed her concern that her water has been turned off due to required improvements that need to be done and lack of certificate of occupancy. Ms. Thomas asked for assistance from Council to get her water turned back on and would like to have her case heard again regarding her property.

2. Mayor’s Comments:

   No comments.

3. Discussion and possible action regarding an interlocal agreement between the North Central Texas Emergency Communications District and the City of Keene, Texas for Regional 9-1-1 Services.
Chief Emmitt Jackson came forward to explain the agreement. The North Central Texas Emergency Communications District is the regional emergency communications district in which the City of Keene falls. The City of Keene operates a Public Safety Answering Point which was established when the City began operations of internal 9-1-1 call answering and dispatch functions. This system was maintained when the City outsourced dispatch functions to the Johnson County Sheriff’s Office which already operated its own PSAP. The PSAP was maintained in the City so that dispatch functions, if ever needed, could be reactivated without having to re-establish a PSAP. This interlocal agreement establishes the responsibilities of the City while the PSAP is maintained. 9-1-1 equipment is maintained in a secured location within the police department though it is currently unused.

James Belz asked what is left of the system.

Chief Jackson stated the console remains and is currently dormant. If we’re to bring dispatch back, the system would need to be upgraded.

James Belz asked about training and insurance.
Chief Jackson stated that currently there is insurance on it. Training is only needed if you are using the Telecommunicator. We do not currently have a telecommunicator.

James Belz asked if we carried insurance before.

Chief Jackson stated yes.

James Belz asked if we would be in violation without training.

Chief Jackson stated no.

Robert Cooper made a motion to approve the interlocal agreement between the North Central Texas Emergency Communications District and the City of Keene, Texas for Regional 9-1-1 Service. Seconded by Gwen Beeson. The motion carried unanimously, 6-0-0.

4. Discussion and possible action regarding the purchase of Cardinal MobileCite and Badge annual license.
Chief Jackson explained that the previous Council approved $70,000 for the transition from Cardinal to OSSI. We currently use Cardinal Tracking software for its CAD/RMS and citation writing needs. The department is currently transitioning to Central Square’s OSSI software. We still have a need both for investigations and open records purposes to have access to the Cardinal Badge database where police incident reports and accident reports are stored. Additionally, because Cardinal is the current provider of citation writing software, the KPD will be left with no ability to issue electronic citations without an alternative product. We have researched a transition to Tyler Technologies which is the current software for municipal court and have found that the cost to implement 4 hand-held ticket writers is $19,601. The annual cost to maintain a single Badge read-only license is $570.60, and the annual cost to maintain licenses for the MobileCite software that is currently in KPD vehicles is $2,818.80. The total cost of maintaining these two Cardinal products for one year is $3,389.40.

Mayor Heinrich asked what the summation is.

Chief Jackson stated the first quote is for the MobileCite software, the second is the vehicle licenses. Court’s side comes to roughly $840.60. Court was mistakenly left out of the report.

Rob Foster asked why we wouldn’t stay.

Chief Jackson explained that currently with IT issues, we must call three different companies to fix one problem. Also, the amount they are asking for is $42,000 to migrate it.

Gwen Beeson asked on digital ticket writing if the information is automatically downloaded.

Chief Jackson stated yes.

Lisa Parrish asked if the officers can hand write the tickets and save money.

Chief Jackson stated yes. However, the manpower it takes to get the tickets entered into the system both for tracking purposes and court it saves.

**Cheryl Schram made a motion to approve to purchase Cardinal MobileCite and Badge for the annual license including the Court software. Seconded by Rob Foster. The motion carried unanimously, 6-0-0.**
5. Discussion and possible action regarding an amendment to the interlocal agreement between Johnson County and City of Keene regarding jurisdiction of plat approval in the City’s Extraterritorial Jurisdiction.

Don Martin came forward and explained the process of current plat approval. With the new annexation laws this makes sense.

James Belz made a motion to approve the amendment to the interlocal agreement between Johnson County and City of Keene regarding jurisdiction of plat approval in the City’s Extraterritorial Jurisdiction. Seconded by Lisa Parrish. The motion carried unanimously, 6-0-0.

6. Discussion and possible action regarding investment accounts.

Cheryl Estes came forward regarding the investment accounts interest rate. Emails between Amy Lingo indicate that 2.4% is agreed upon and that the rate is subject to change with the market. However, that communication is confusing and currently our interest is 0.20%. The Type A and Type B Boards are currently receiving 1.75%. The rate has never been changed.

Amy Lingo came forward and explained that she was waiting on Cheryl's response. The bank offers the City many other services. With Logic, the rates will change daily with the market. With Pinnacle they will not.

Brian LaBorde suggested that this item be tabled.

Cheryl Schram made a motion to table Item 6 until further information can be gathered. Seconded by James Belz. The motion carried 5-1-0. Robert Cooper against.

Rob Foster asked what our interest rate was currently.

Cheryl Estes stated 0.55%.

7. Department Reports:

Public Works. Andy Wolfe gave a power point presentation. Jared Smith has been hired as a Crew Leader.

Mayor Heinrich stated a complement received regarding filling the potholes on Fourth and Old Mansfield Rd.
Andy Wolfe continued his report. Westhill Construction is handling the larger jobs that take more time.

Cheryl Schram requested that the crews clean up College before Homecoming Week.

Andy Wolfe stated that he will get that taken care of.

Rob Foster asked if the sample stations are in someone’s yard.

Andy Wolfe stated that one is in someone’s yard but is in the process of being moved toward the roadway. Mr. Wolfe finished his report with miscellaneous repairs done at the Animal Shelter.

Lisa Parrish asked if Mr. Wolfe would label the names on the presentations.

Police: Chief Emmitt Jackson gave a power point presentation. Chief Jackson covered number of arrests and the categories of the arrests compared month to month and year to date. Chief Jackson concluded with the training opportunities that the officers have attended.

Fire: Chief Dan Warner gave a power point presentation. Chief Warner covered the category of calls Fire and Rescue responded to with the amount of calls compared month to month and year to date.

Rob Foster asked what the average response time is.

Chief Warner stated that it depends where the call is. However, locally it is averaging 3-5 minutes. Outside of our area it can be up to 15 minutes. Chief Warner continued with his report with the number of transports that were made with the revenue amounts for those transports. Chief Warner concluded with projects that his department is working including the EMS Study which he plans to bring back to council. Working with contractors to receive bids for the parking lot and shorelines for the vehicles.

James Belz asked for the size of parking lot and the amount of the bids coming in.

Chief Warner stated four parking spaces with a $20,000 budget. All bids that have been received have been slightly over that amount. We are looking to reduce the parking to three.

James Belz asked if that included the retaining wall.
Chief Warner stated no. We are looking at curb stops instead to reduce the amount.

Lisa Parrish asked if the Chief can bring us the lowest bid and we try and get the remaining balance.

Mayor Heinrich stated that would be up to the City Manager.

Gwen Beeson asked about the collections for transport. They seem higher than last month.

Chief Warner stated that the collections for January are usually low due to deductibles and insurance. Once the deductibles are met, the collections become higher.

Gwen Beeson clarified that the numbers provided is the amount that was collected.

Mayor Heinrich asked how much was billed.

Chief Warner stated that he doesn’t have those numbers with him. He will provide those in his next report though.

Planning & Development: Don Martin gave a power point and presentation. Don Martin went over the number of permits and the type of permits that were issued compared month to month and year to date. Don Martin concluded with the CIP projects. Shady Oak is very close to being completed and is in clean up stage. The Oakwood project is complete.

Mayor Heinrich asked if the area on the Oakwood project will be grass seeded.

Andy Wolfe stated that it is an access easement, so it will not be grass seeded but it will be maintained.

Mayor Heinrich asked why we use O'Reilly's Auto Parts versus 4M Wholesale.

Ken Campbell stated that O'Reilly offers a better discount than 4M.

Rob Foster stated that there is not that much difference between the two in prices.

Code Enforcement: Christina Austin gave the power point and presentation for Code Enforcement. Christina Austin went over the violations that she sent letters out for comparing the numbers month to month.
8. PUBLIC HEARING. Consideration and possible action to Amend Article VII. Off Street Parking and Loading Requirements. Title VII. Traffic Code.

Mayor Heinrich opened the public hearing at 7:19 pm.

Don Martin explained the current ordinance and the changes that are being requested. The main change being requested is being able to park their vehicles in the grass for the purpose of selling their vehicles. The new changes will allow that but only with a permit twice a year for 30 days each. This will help staff keep track and enforce the ordinance.

Billie Hopps with the Planning and Zoning Commission came forward. Ms. Hopps explained their decision to deny this request. This ordinance was created to protect our property and the value of that property.

Karl Konrad with the Planning and Zoning Commission came forward. Mr. Konrad explained that by allowing this will open up a can of worms as to why one property owner can and why the other cannot.

Christina Austin stated that if you would like to sell your vehicle it must be parked in your driveway.

Bonnie Thomas came forward and stated that property rights trump city ordinances. Municipal ordinances mean nothing.

Christina Austin stated that municipal ordinances do not trump state law or legislation, but they are more restrictive based on the community.

Ray Johnson came forward to complain about the cars that sit for months on the street.

Mayor Heinrich stated that as long as the cars are licensed, they are fine to sit in the street appropriately parked. Mayor Heinrich closed the public hearing at 7:39 PM.

9. Discussion and possible action to amend Article VII. Off Street Parking and Loading Requirements. Title VII. Traffic Code.

Robert Cooper made a motion to deny the amendment. Seconded by Cheryl Schram. The motion carried 4-1-1. Rob Foster against. Lisa Parrish abstained.

10. City Manager’s Report:
Brian LaBorde updated Council on the street lights on Dorothy and Hyline area where we are looking at six lights. Shady Oak ribbon cutting will be scheduled once it is fully completed and cleaned up.

11. Discussion and requests for future items on the agenda.

    No requests.

12. Adjourn.

    Meeting adjourned at 7:42 PM

__________________________________________
Mayor, Gary Heinrich

__________________________________________
City Secretary, Holly Owens TRMC
MINUTES
of the
KEENE CITY COUNCIL

THURSDAY, MARCH 14, 2019

PRESENT: Mayor Gary Heinrich, James Belz, Robert Cooper, Cheryl Schram, and Gwen Beeson.

ABSENT: Rob Foster and Lisa Parrish

CALLED TO ORDER: Called the Regular meeting to order at 7:00 p.m.

Invocation & Pledge of Allegiance – Mayor Gary Heinrich

1. Public Comments:
   No Comments.

2. Mayor’s Comments:
   Cheryl Schram announced Meals on Wheels Week, Entrepreneur Program with SWAU, Food Bank and Free Yoga class every Monday and Free English Class every Thursday.

3. Discussion and possible action regarding the minutes dated January 31, 2019.

   Cheryl Schram made a motion to approve the minutes dated January 31, 2019. Seconded by Robert Cooper. The motion carried unanimously, 4-0-0.

4. Presentation and discussion with possible action regarding a presentation by Pinnacle Bank on investment accounts and banking services for the City of Keene. *This item was tabled on February 28, 2019.*

   Amy Lingo with Pinnacle Bank came forward with a presentation regarding our banking services with Pinnacle Bank. Ms. Lingo started with the money market accounts and money market funds. Money market accounts that are held with Pinnacle Bank are regulated by the Federal Deposit Insurance Corporation. This type of money market accounts is known as a savings account. These deposits are backed by pledged with the Public Funds Investment Act. These accounts can
also be fully insured through the Federal Deposit Insurance Corporation using a program known as Insurance Cash Link or ICS Service. Money market funds are investment funds governed by the Securities and Exchange Commission. They are investments in the short-term debt of governments and corporations. The classification of this type of account is a mutual fund. Upon purchase, a par value is established, and this value may fluctuate. These accounts are backed by pledges meeting the requirements of the Public Funds Investment Act. The community banking model uses local market deposits to fund loans. The deployment of local deposits to businesses and consumers is an example of community banking. Loans in Johnson County area for commercial total $139,220,253 and consumer total is $36,190,046. Average commercial notes are $158,565 and average consumer notes are $22,000. Treasury yields as of March 7, 2019 which vary month to month. Currently the overnight excess deposits at the Fed pay 2.40%. The City’s previous rate was .55% which has been changed as of March 1, 2019 to 2.40%. Ms. Lingo showed the fee schedule and pointed out that all fees are waived for the City of Keene. The value-added services from waived fees equal an average annual savings of $1,671 with an additional annual savings for positive pay of $720. In comparison the 2.40% APR that Pinnacle Bank is offering on the investment account for the City of Keene, Pinnacle Bank currently holds obligations due from the City of Keene at a weighted Annual Percentage Rate equal to 2.47%. Based on annual average balances, when value services are added to current rate offered, the effective return to the City of Keen is 2.49%.

Cheryl Schram stated that we talked about the difference between the Logic investment and how annually we could end up even though we earned this because of market fluctuations we could end up at zero. Clarification that you are saying that what we earn is earned then it is solid money.

Amy Lingo stated that it is the difference between mutual funds versus a savings account. Ms. Lingo continued to state that Logic Funds and Pool Funds are not risky investments. However, they are subject to fluctuate daily. Pinnacle is offering a savings account with no fluctuation.

Brian LaBorde stated that after speaking with Amy Lingo, staff would recommend staying with Pinnacle Bank but a financial contract with Pinnacle does need to be updated.

Robert Cooper clarified that the current contract with Pinnacle expired in 2001.
Gwen Beeson stated that she understood why Cheryl Estes brought this to Council. It was not her decision to make but Ms. Estes wanted to make sure we had all the information.

Mayor Heinrich likes using Pinnacle because they are local.

Cheryl Estes stated that when she brought this information to Council, she just wanted to make sure that Council had all the options on the table in order to get the best rate. Ms. Estes continued to state that her relationship with Pinnacle has been great and they are easy to work with.

**James Belz made a motion to reverse the decision made on February 14, 2019 to move investment banking to Logic and to remain with Pinnacle Bank. Seconded by Gwen Beeson. The motion carried 3-1-0. Robert Cooper against.**

5. Discussion and presentation regarding the January 2019 Financials.

Cheryl Estes stated that we ended the month within our budgets for all funds. The debt service fund was a little higher. Debt service payments are made quarterly; therefore, it is expected this fund to exceed budgeted amounts during the fourth month of the year. Sales tax increased by $2,661 or 8% with a compared sales tax revenue for the same time last year. Municipal Court fines and warrant revenue ended at 80.31% of budgeted revenue. This is due to significant decrease in this revenue line item in the past year. Management budgeted conservatively this fiscal year. Water revenue for residential was 32.23% and commercial was 23.29%. Commercial water revenue includes several larger sprinkler accounts that affect this revenue line item. Water department is at 35.48%. This is due to two line-items overbudget. The water purchase from JSUD at 67.85% and water supply inventory at 83.93%. This was due to some wells that went down and needed to be repaired. The sewer department is at 82.45% and this due to unbudgeted emergency expenditures for numerous emergency sewer repairs. Typically, what we do is at 6 months, departments go in re-evaluate the budgets and do a projection for the year-end. At this time, we true up the numbers, clean it up and move numbers to help those departments that went over budget like sewer. Currently, we don’t foresee any reason to increase budget. Ms. Estes talked about the CIP fund. This Council came in after the money was borrowed and after the money was budgeted for some of these projects. The City Hall project is done and is off the CIP fund report. We just reported on the $2 million bond that was issued in 2017. On the
report, the original budget is shown, what was spent and what it was spent on and finally, the amount that was left over.

No Action.

6. Discussion and possible action regarding the board appointments for Planning and Zoning Commission.

Mayor Heinrich read aloud the names of the applicants. Mayor Heinrich requested that an alternate be found for the Commission.

Robert Cooper made a motion to re-appoint Karl Konrad, Melba Bower and Phillip Jackson to the Planning and Zoning Commission. Seconded by Gwen Beeson. The motion carried unanimously, 4-0-0.

Gwen Beeson asked about Phillip Jackson.

Robert Cooper stated that Phillip Jackson is a former fire fighter.

7. Presentation and discussion with direction to staff regarding a proposed Water Capital Improvements Plan.

Derek Turner with Jacob & Martin came forward. The water system is composed of several elements. The source is from groundwater wells and purchased threatened water from JSUD. The storage is ground storage and elevated storage. The pressure maintenance are pump stations and elevated tanks. The treatment is disinfection and iron removal. The service area is certificate of convenience and necessity which gives a retail public utility the exclusive right to provide retail water service to an identified geographical area. The corporate limits and ETJ is not required to have a CCN.

Project scope is to evaluate the City’s water supply and distribution system and recommend alternatives to improve water supply and distribution. Also, recommend alternatives to reduce water loss and maintenance costs. Create a 20-year plan for recommended improvements and provide alternatives for implementation. The methodology is to create and review water hydraulic model, review current water supply and prepare future demand projections. Identify problem areas in distribution system, prepare cost estimates for each improvement, prioritize improvements based on location, impact and cost, and finally develop a capital improvement plan based on priority and cost. The types of line improvements are replacement, upsizing, looping and new. The CIP goals are to insure adequate water supply to all areas, reduce water loss and reduce
maintenance expense and outages. Also, coordination with street CIP to reduce unnecessary costs. The population demand is currently estimated at 6,266 with 2018 water use equaling 200,191,500 gallons per year and water use in gallons per capita per day is 87.5. The 2040 projected population is 9,639 with 2040 projected water use equaling 307,845,563 gpy. The current surface water supply is 365,000,000 gpy and the current groundwater supply is 322,192,800 gpy. This assumption is with all wells in operation making the water supply adequate.

Water purchased from JSUD is 114,530,627 gallons. Water pumped from wells is 85,660,873 gallons. 2018 average daily water use is 548,470 gpd. 2018 peak daily water use is 1,808,000 gpd. It is projected that daily demand will exceed daily supply by 2035. The max JSUD daily allowed is 1,000,000 gpd. The max available from wells is 882,720 gpd. The projected 2040 daily peak is 2,001,175 gpd. It is recommended the City procure additional daily supply by 2033. For storage requirements, the total storage currently provided is 3.75 million gallons. Gallons required is 0.68 and projected 2040 requirement is 1.05 million gallons. For elevated storage 0.40 million gallons is currently provided. The required is 0.24 million gallons. For 2040 projections the requirement is 0.37 million gallons. Storage is adequate.

Derek Turner provided a proposed water improvement table breaking down recommendations for the next 20 years in 5-year increments for North of Hwy 67. The 1-5-year plan inventory and overall cost is $1,752,000. This includes the street inventory portion of these utility improvements. The 6-10-year plan inventory and overall cost is $1,749,150. The 11-15-year plan inventory and overall cost is $4,494,200. Finally, the 16-20-year plan inventory and overall cost is $4,494,200. The 20-year outlay is $7,413,700 with options to mitigate with grant funds, developer or capital fund participation and larger projects. Funding options can be done with low interest loans or possible loan forgiveness from TWEB & USDA. Issue debt as certificates of obligation or general obligation bond. CDBG offers grants or you can pay as you go. Derek Turner followed up with the proposed water improvement table breaking down the recommendations for the next 20 years in 5-year increments for South of Hwy 67. The 1-5-year plan and overall cost is $592,500. The 6-10-year plan and overall cost is $403,075. The 11-15-year plan and overall cost is $425,360. The 16-20-year plan and overall cost is $567,240. The 20-year overall cost is $1,988,175. The yearly maintenance would be to rehab wells, repair/replace pumps, motors and valves. Repair/replace chemical feed equipment. Replace faulty valves. Add isolation valves. Replace meters. A recommended yearly budget for these items is $150,000. Rehab for storage tanks is typically on a 15-year cycle. A recommended yearly amount set aside for this item is $15,000.
James Belz asked where we were with the rehab storage tanks at this point.

Derek Turner stated that historically, money has never been put aside for this. They are currently in decent shape. The tank on CR 805 was down but is currently online.

James Belz asked for a percentage.

Derek Turner stated 75-80%.

James Belz stated that the recommendation is to set aside $15,000 a year. How much does it cost to do one?

Derek Turner stated $150,000.

Mayor Heinrich asked what size tank.

Derek Turner stated 250 gallons.

Brian LaBorde stated that Derek Turner will come back with the Sewer later. When we do come back Council needs to consider water rates and a consistent plan to chip away at these improvements in addition to O&M.

No action.

8. Discussion and possible action regarding construction phasing options for extension of sanitary sewer to Hyline, Gardendale and Oakridge subdivision area.

Derek Turner stated that the City was not eligible to submit a CDBG application and Council directed staff to look into phases of construction for the extension of sewer to Hyline, Gardendale and Oakridge area. Phase 1 is to upgrade lift station and extend sewer boring under Cooke Parkway for $277,000. Phase 2 would extend sewer from Cooke Parkway to south end of Hyline Drive for $111,000. Phase 3 would extend sewer throughout the Hyline, Gardendale and Oakridge subdivision area with tap and service line stub out to end of ROW for $357,000. The lift station includes an additional wet well, replacement of pumps, piping, electrical upgrades and an emergency generator with five transfer switches. The lift station alone is $160,000 out of the $277,000 from Phase 1.

Mayor Heinrich agrees with the phases. Mayor Heinrich asked Mr. Konrad when he was annexed.

Karl Konrad stated before 2010.
Wes Schram asked if the power went out if there was enough compacity at the wells that you can transport between lift stations and keep everyone’s sewers running.

Derek Turner stated under a catastrophic event, staff would have to determine which is the most critical point. We do have storage capacity at each station.

Brian LaBorde stated that there are two phases to this. One is to give direction to staff and the other one is to look at extension of sewer on the north side of City Hall. Mr. Cabansag’s development and a possible development from Mr. Miosi that will be coming forward.

Mayor Heinrich stated that the phases are possible. Is Cabansag and Miosi projects included in these numbers?

Brian LaBorde stated that we got some preliminary numbers if we were to extend water and sewer. It will be over $50,000. The other would be to redirect money to make improvements to the lift station. Both projects were not budgeted for this year.

Cheryl Schram asked when we are talking about the lift station and to the other side of the road, what is advantage and disadvantages of taking it the whole way across there. Is this a potential commercial corner?

Derek Turner stated that the advantage would make it available sooner.

Mayor Heinrich stated instead of doing it all in one year it could be done in phases over the next three years.

Cheryl Schram stated that now we have a change to Phase 1 breaking it up to Phase 1A and Phase 1B. One with it staying on this side of the Parkway.

Mayor Heinrich stated it is meant to take it to Parkway first.

Robert Cooper asked if the first estimate included the bore.

Derek Turner stated yes.

Mayor Heinrich stated that the amount includes the line, the bore and the lift station with generator and switches (5).
James Belz asked if this is being grouped together.

Brian LaBorde requested that we discuss Hyline first.

**Robert Cooper made a motion to move forward with Phase 1 at $277,000. Seconded by Gwen Beeson. The motion carried unanimously, 4-0-0.**

Mayor Heinrich asked if this generator is capable of running a water well.

Derek Turner stated eventually. We would have to look at the voltage requirements. Most wells run at 240 volts to 480 volts.

Mayor Heinrich believes that the well at 805 has a voltage higher than 480 volts.

James Belz stated that we haven’t talked about a generator yet.

Derek Turner stated that he budgeted for a new generator. We can look at other options if necessary.

James Belz asked what the wattage or rating on the generator is that you included.

Derek Turner stated that he budgeted for 50kw generator. It must be big enough for the biggest lift station to handle all the lift stations. It is rated as the highest.

James Belz asked when the last time was we needed a generator.

Andy Wolfe stated that we haven’t needed one for the year that he has been here.

Don Martin stated that we needed one about a year and half ago at the Fun Time RV lift station due to someone hitting a power pole. We got to it with 15 minutes to spare before it overflowed. It had been without power for 3-4 hours.

Mayor Heinrich stated that a generator is a proactive procedure.

Brian LaBorde stated that when it comes time to purchase a generator during Phase 1, we can bring back options.

9. Discussion and possible action regarding a resolution to continue participation with the ATMOS Cities Steering Committee and authorize payment to committee related activities.
Robert Cooper made a motion to approve Resolution No. 2019-357 to continue participation with the ATMOS Cities Steering Committee and authorize payment to committee related activities. Seconded by Cheryl Schram. The motion carried unanimously, 4-0-0.

Brian LaBorde stated that this is a collection of cities that ATMOS advocates on our behalf for rates.

Mayor Heinrich asked what the cost is.

Brian LaBorde stated $340 for the year.

Cheryl Schram added that ATMOS lobby’s on our behalf too.

Robert Cooper stated that this helps keep our rates down.

10. City Manager’s Report:

Brian LaBorde asked the Council about live streaming. A spreadsheet was handed out with bids and equipment.

Cheryl Schram asked if it was in the budget.

Brian LaBorde stated that it was in the budget, but the previous Council requested that the new Council look at it and make the decision. TSM seems to be the best solution for the price. Their maintenance would be tied into their existing contract with us. The other bids had annual fees and exuberant fees.

Wayne Cabansag stated that Facebook Live is free.

Brian LaBorde explained how it would work with the cameras and the server. The streaming would be tied to the social media platforms.

Wes Schram asked if they would be archived.

Brian LaBorde stated yes.

Lavern Quear asked if comments can be made with the live streaming.
Holly Owens stated that the reason we can't go through social media such as Facebook Love is because it needs to go through the server for ownership. We can only archive what we own. We must be able to ensure that it hasn't been manipulated in any way, it must meet the Open Meetings Act and Public Information Act criteria.

Gwen Beeson asked if it is worth the annual fee.

Brian LaBorde stated that with TSM there is no annual fee. It is a one-time cost.

Cheryl Schram verified that the 3-year support is a one-time fee every three years. I like it because it becomes an official record without question of what really happened. Would like the other two Council members to be present when this decision is made.

Brian LaBorde stated that we will bring it back to Council as an agenda item. Mr. LaBorde continued with the Shady Oak progress. It is in the clean up process. Staff would like to have the ribbon cutting on April 5th at Mr. Peterson’s house.

Mayor Heinrich suggested that James Chapline cut the ribbon.

11. Discussion and requests for future items on the agenda.

   Live Streaming.

12. Adjourn.

   City Council adjourned at 7:49 PM.

______________________
Mayor, Gary Heinrich

______________________
City Secretary, Holly Owens, TRMC
SUBJECT: Discussion and possible action regarding Res. No. 2019-356 designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Texas Community Development Block Grant program (TxCDBG) contract number 7217092.

1. BACKGROUND/HISTORY
This resolution is required in conjunction with the Texas Capital Grant regarding the Louie Vuitton street improvements.

2. FINDINGS/CURRENT ACTIVITY
The resolution will have the Mayor, Council, City Manager, City Secretary and Finance Director as signatories.

3. FINANCIAL IMPACT
N/A

4. ACTION OPTIONS/RECOMMENDATION
Consideration of the resolution.

5. ENCLOSURE
• Resolution
RESOLUTION NO. 2019-356

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF KEENE, DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG) CONTRACT NUMBER 7217092.

WHEREAS, the City of Keene has received a 2017 Texas Community Development Block Grant award to provide road improvements, and;

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents for requesting funds from the Texas Department of Agriculture, and;

WHEREAS, an original signed copy of the TxCDBG Depository/Authorized Signatories Designation Form is to be submitted with a copy of this Resolution, and;

WHEREAS, the City of Keene, Texas acknowledges that in the event an authorized signatory of the City changes, the City must provide TxCDBG with the following:

• A resolution stating who the new authorized signatory is; and
• A revised TxCDBG Depository/Authorized Signatories Designation Form

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEENE, TEXAS, AS FOLLOWS:

The Mayor, Councilmembers, City Manager, and the City Secretary be authorized to execute contractual documents between the Texas Department of Agriculture and the City for the 2017 Texas Community Development Block Grant Program.

The Mayor, Councilmembers, City Manager, and the Finance Director be authorized to execute the State of Texas - Request for Payment Form required for requesting funds approved in the 2017 Texas Community Development Block Grant Program.

PASSED AND APPROVED this 25th day of April, 2019.

Gary Heinrich, Mayor

ATTEST:

Holly G. Owens, TRMC
City Secretary
SUBJECT: Discussion and possible action regarding Resolution No. 2019-359 regarding civil rights protections in accordance with the Texas Community Development Block Grant program (TxCDBG) contract number 7217092.

1. BACKGROUND/HISTORY
   This resolution is required in conjunction with the Texas Capital Grant regarding the Louie Vuitton street improvements.

2. FINDINGS/CURRENT ACTIVITY
   The resolution will require the city to comply with civil rights protections:
   1. Citizen Participation Plan and Grievance Procedures (Form A1013);
   2. Section 3 Policy (Form A1002);
   3. Excessive Force Policy (Form A1003);
   4. Section 504 Policy and Grievance Procedures (Form A1004);
   5. Code of Conduct Policy;
   6. Limited English Proficiency Plan (Form 1010); and
   7. Fair Housing Policy (Exhibit 1015).

   FINANCIAL IMPACT
   N/A

3. ACTION OPTIONS/RECOMMENDATION
   Consideration of the resolution.

4. ENCLOSURE
   • Resolution
RESOLUTION No. 2019-359 Regarding Civil Rights

The City of Keene, Texas

Whereas, the City of Keene Texas, has been awarded TxCDBG funding through a TxCDBG grant from the Texas Department of Agriculture (hereinafter referred to as “TDA”);

Whereas, the City of Keene in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than $10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;

Whereas, the City of Keene in consideration for the receipt and acceptance of federal funding, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections;

Whereas, the City of Keene in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 135, is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the TxCDBG project area;

Whereas, the City of Keene in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State’s certification requirements at 24 CFR 91.325(b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

Whereas, the City of Keene in accordance with Executive Order 13166, must take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with limited English proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each TxCDBG project;

Whereas, the City of Keene in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and

Whereas, the the City of Keene in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively
to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period of the TxCDBG contract, to affirmatively further fair housing;

Whereas, the City of Keene agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEENE, ADOPTS/REAFFIRMS THE FOLLOWING:

1. Citizen Participation Plan and Grievance Procedures (Form A1013);
2. Section 3 Policy (Form A1002);
3. Excessive Force Policy (Form A1003);
4. Section 504 Policy and Grievance Procedures (Form A1004);
5. Code of Conduct Policy;
6. Limited English Proficiency Plan (Form 1010); and
7. Fair Housing Policy (Exhibit 1015).

Passed and approved this 25th day of April, 2019.

_____________________________    ________________________________
Gary Heinrich, Mayor      Printed Name of Elected Official
City of Keene

Date ____________________________

09/01/2018
THE CITY OF KEENE
CITIZEN PARTICIPATION PLAN
TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of the Texas Department of Agriculture's Texas Community Development Block Grant (TxCDBG) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the City of Keene, 1000 Old Betsy Road, Keene, TX 76031, 817/641-3336 during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the TxCDBG project.

1. A person who has a complaint or grievance about any services or activities with respect to the TxCDBG project, whether it is proposed, ongoing, or completed TxCDBG project, may during regular business hours submit such complaint or grievance, in writing to the City Manager at 1000 Old Betsy Rd., Keene, Texas 76031 or may call (817) 641-3336.

2. A copy of the complaint or grievance shall be transmitted by the City Manager to the entity that is the subject of the complaint or grievance and to the City Attorney within five (5) working days after the date of the complaint or grievance was received.

3. The City Manager shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within ten (10) days.

4. If the investigation cannot be completed within ten (10) working days per 3 above, the person who made the grievance or complaint shall be notified, in writing, within fifteen (15) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.

5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the TxCDBG for their further review and comment.

6. If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

TECHNICAL ASSISTANCE

When requested, the City shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of TxCDBG funds. The City, based upon the specific needs of the community’s residents at the time of the request, shall determine the level and type of assistance.
PUBLIC HEARING PROVISIONS

For each public hearing scheduled and conducted by the City, the following public hearing provisions shall be observed:

1. Public notice of all hearings must be published at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper. Each public notice must include the date, time, location, and topics to be considered at the public hearing. A published newspaper article can also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.

2. When a significant number of non-English speaking residents are a part of the potential service area of the TxCDBG project, vital documents such as notices should be published in the predominant language of these non-English speaking citizens.

3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and the City must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to the hearing.

4. A public hearing held prior to the submission of a TxCDBG application must be held after 5:00 PM on a weekday or at a convenient time on a Saturday or Sunday.

5. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City shall comply with the following citizen participation requirements for the preparation and submission of an application for a TxCDBG project:

1. At a minimum, the City shall hold at least one (1) public hearing to prior to submitting the application to the Texas Department of Agriculture.

2. The City shall retain documentation of the hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the proposed use of funds for three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

3. The public hearing shall include a discussion with citizens as outlined in the applicable TxCDBG application manual to include, but is not limited to, the development of housing and community development needs, the amount of funding available, all eligible activities under the TxCDBG program, and the use of past TxCDBG contract funds, if applicable. Citizens, with particular emphasis on persons of low- and moderate-income who are residents of slum and blight areas, shall be encouraged to submit their views and proposals regarding community development and housing needs. Citizens shall be made
aware of the location where they may submit their views and proposals should they be unable to attend the public hearing.

4. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City must comply with the following citizen participation requirements in the event that the City receives funds from the TxCDBG program:

1. The City shall also hold a public hearing concerning any substantial change, as determined by TxCDBG, proposed to be made in the use of TxCDBG funds from one eligible activity to another again using the preceding notice requirements.

2. Upon completion of the TxCDBG project, the City shall hold a public hearing and review its program performance including the actual use of the TxCDBG funds.

3. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, for either a public hearing concerning substantial change to the TxCDBG project or for the closeout of the TxCDBG project, publish notice in both English and Spanish, or other appropriate language and provide an interpreter at the hearing to accommodate the needs of the non-English speaking residents.

4. The City shall retain documentation of the TxCDBG project, including hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

__________________________________________  ____________________________
Gary Heinrich, Mayor                     Date

09/01/2017
LA CIUDAD / CONDADO DE KEENE
PLAN DE PARTICIPACIÓN CIUDADANA
PROGRAMA DE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

PROCEDIMIENTOS DE QUEJA

Estos procedimientos de queja cumplen con los requisitos del Departamento de Programa de Agricultura de Texas Community Development Block Grant (TxCDBG) y los requisitos del gobierno local de Texas se encuentran en 24 CFR §570.486 (Código de Regulaciones Federales). Los ciudadanos pueden obtener una copia de estos procedimientos en la Ciudad de Keene, 1000 Old Betsy Road, Keene, Texas 76031, (817) 641-3336 en horario de oficina.

A continuación se presentan los procedimientos formales de quejas y quejas relativas a los servicios prestados en el marco del proyecto TxCDBG.

1. Una persona que tiene una queja o queja sobre cualquier servicio o actividad con respecto al proyecto TxCDBG, ya sea un proyecto de TxCDBG propuesto, en curso o completado, puede durante el horario comercial regular presentar dicha queja o queja, por escrito a la ciudad Manager en 1000 Old Betsy Road, Keene, Texas 76031 o puede llamar al (817)641-3336.

2. Una copia de la queja será transmitida por el administrador de la ciudad a la entidad que es el sujeto de la queja y el de la ciudad dentro de los cinco (5) días hábiles de la fecha de la queja o queja fue recibida.

3. El administrador de la ciudad completará una investigación de la queja o queja, si es factible, y aportará respuesta oportuna a la persona que hizo la queja o queja dentro de diez (10) días.

4. Si la investigación no puede ser completada dentro de los diez (10) días hábiles anteriormente, la persona que hizo la queja o denuncia será notificada, por escrito, dentro de los quince (15) días cuando sea posible después de la entrega de la queja original o quejas y detallará cuándo se deberá completar la investigación.

5. Si es necesario, la queja y una copia escrita de la investigación posterior se remitirán a la TxCDBG para su posterior revisión y comentarios.

6. Se proporcionará copias de los procedimientos de queja y las respuestas a las quejas, tanto en Inglés y Español, u otro lenguaje apropiado.

ASISTENCIA TÉCNICA

Cuando lo solicite, la Ciudad proporcionará asistencia técnica a los grupos que son representantes de las personas de bajos y moderados ingresos en el desarrollo de propuestas para el uso de los fondos TxCDBG. La Ciudad, en base a las necesidades específicas de los residentes de la comunidad en el momento de la solicitud, deberá determinar el nivel y tipo de asistencia.

DISPOSICIONES AUDIENCIA PÚBLICA

09/01/2017
Para cada audiencia pública programada y llevada a cabo por la Ciudad, se observarán las disposiciones siguientes de audiencias públicas:

1. Aviso público de todas las audiencias deberá publicarse al menos setenta y dos (72) horas antes de la audiencia programada. El aviso público deberá publicarse en un periódico local. Cada aviso público debe incluir la fecha, hora, lugar y temas a considerar en la audiencia pública. Un artículo periodístico publicado también puede utilizarse para cumplir con este requisito, siempre y cuando cumpla con todos los requisitos de contenido y temporización. Los avisos también deben ser un lugar prominente en los edificios públicos y se distribuyen a las autoridades locales de vivienda pública y otros grupos interesados de la comunidad.

2. Cuando se tenga un número significativo de residentes que no hablan inglés serán una parte de la zona de servicio potencial del proyecto TxCDBG, documentos vitales como las comunicaciones deben ser publicados en el idioma predominante de estos ciudadanos que no hablan inglés.

3. Cada audiencia pública se llevará a cabo en un momento y lugar conveniente para los beneficiarios potenciales o reales e incluirá alojamiento para personas con discapacidad. Las personas con discapacidad deben poder asistir a las audiencias y la Ciudad debe hacer los arreglos para las personas que requieren ayudas o servicios auxiliares en caso de necesitarlo por lo menos dos días antes de la audiencia será pública.

4. Una audiencia pública celebrada antes de la presentación de una solicitud TxCDBG debe hacerse después de las 5:00 pm en un día de semana o en un momento conveniente en sábado o domingo.

5. Cuando un número significativo de residentes que no hablan inglés se registra para participar en una audiencia pública, un intérprete debe estar presente para dar cabida a las necesidades de los residentes que no hablan inglés.

La Ciudad deberá cumplir con los siguientes requisitos de participación ciudadana para la elaboración y presentación de una solicitud para un proyecto TxCDBG:

1. Como mínimo, la Ciudad deberá tener por lo menos un (1) audiencia pública antes de presentar la solicitud al Departamento de Agricultura de Texas.

2. La Ciudad conservará la documentación de la convocatoria(s) audiencia, un listado de las personas que asistieron a la audiencia(s), acta de la vista(s), y cualquier otra documentación relativa a la propuesta de utilizar los fondos para tres (3) años a partir de la liquidación de la subvención para el Estado. Dichos registros se pondrán a disposición del público, de conformidad con el Capítulo 552, Código de Gobierno de Texas.

3. La audiencia pública deberá incluir una discusión con los ciudadanos como se indica en el manual correspondiente de aplicación TxCDBG, pero no se limita a, el desarrollo de las necesidades de vivienda y desarrollo comunitario, la cantidad de fondos disponibles, todas las actividades elegibles bajo el programa TxCDBG y el uso de fondos últimos contratos TxCDBG, en su caso. Los ciudadanos, con especial énfasis en las personas de bajos y moderados ingresos.
que son residentes de las zonas de tugurios y tizón, se fomentará a presentar sus opiniones y propuestas sobre el desarrollo de la comunidad y las necesidades de vivienda. Los ciudadanos deben ser conscientes de la ubicación en la que podrán presentar sus puntos de vista y propuestas en caso de que no pueda asistir a la audiencia pública.

4. Cuando un número significativo de residentes que no hablan inglés se registra para participar en una audiencia pública, un intérprete debe estar presente para dar cabida a las necesidades de los residentes que no hablan inglés.

La Ciudad debe cumplir con los siguientes requisitos de participación ciudadana en el caso de que la Ciudad recibe fondos del programa TxCDBG:

1. La Ciudad celebrará una audiencia pública sobre cualquier cambio sustancial, según lo determinado por TxCDBG, se propuso que se hará con el uso de fondos TxCDBG de una actividad elegible a otro utilizando de nuevo los requisitos de notificación.

2. Una vez finalizado el proyecto TxCDBG, la Ciudad celebrará una audiencia pública y revisará el desempeño del programa incluyendo el uso real de los fondos TxCDBG.

3. Cuando un número significativo de residentes que no hablan inglés se puede registra para participar en una audiencia pública, ya sea para una audiencia pública sobre el cambio sustancial del proyecto TxCDBG o para la liquidación del proyecto TxCDBG, publicará un aviso en Inglés y Español u otro idioma apropiado y se proporcionara un intérprete en la audiencia para dar cabida a las necesidades de los residentes.

4. La Ciudad conservará la documentación del proyecto TxCDBG, incluyendo aviso de audiencia(s), un listado de las personas que asistieron a la audiencia(s), acta de la vista(s), y cualquier otro registro concerniente al uso real de los fondos por un período de a tres (3) años a partir de la liquidación del proyecto al estado.

Dichos registros se pondrán a disposición del público, de conformidad con el Capítulo 552, Código de Gobierno de.

Gary Heinrich, Mayor  
Fecha

09/01/2017
Section 3 Policy

In accordance with 12 U.S.C. 1701u the City of Keene agrees to implement the following steps, which, to the greatest extent feasible, will provide job training, employment and contracting opportunities for Section 3 residents and Section 3 businesses of the areas in which the program/project is being carried out.

A. Introduce and pass a resolution adopting this plan as a policy to strive to attain goals for compliance to Section 3 regulations by increasing opportunities for employment and contracting for Section 3 residents and businesses.

B. Assign duties related to implementation of this plan to the designated Civil Rights Officer.

C. Notify Section 3 residents and business concerns of potential new employment and contracting opportunities as they are triggered by TxCDBG grant awards through the use of: Public Hearings and related advertisements; public notices; bidding advertisements and bid documents; notification to local business organizations such as the Chamber(s) of Commerce or the Urban League; local advertising media including public signage; project area committees and citizen advisory boards; local HUD offices; regional planning agencies; and all other appropriate referral sources. Include Section 3 clauses in all covered solicitations and contracts.

D. Maintain a list of those businesses that have identified themselves as Section 3 businesses for utilization in TxCDBG funded procurements, notify those businesses of pending contractual opportunities, and make this list available for general Grant Recipient procurement needs.

E. Maintain a list of those persons who have identified themselves as Section 3 residents and contact those persons when hiring/training opportunities are available through either the Grant Recipient or contractors.

F. Require that all Prime contractors and subcontractors with contracts over $100,000 commit to this plan as part of their contract work. Monitor the contractors’ performance with respect to meeting Section 3 requirements and require that they submit reports as may be required by HUD or TDA to the Grant Recipient.

G. Submit reports as required by HUD or TDA regarding contracting with Section 3 businesses and/or employment as they occur; and submit reports within 20 days of the federal fiscal year end (by October 20) which identify and quantify Section 3 businesses and employees.

H. Maintain records, including copies of correspondence, memoranda, etc., which document all actions taken to comply with Section 3 regulations.

As officers and representatives of the City of Keene, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

___________________________  ___________________________________
Signature      Title     Date

09/01/2016
Excessive Force Policy

In accordance with 24 CFR 91.325(b)(6), the City of Keene hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of the City of Keene to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations;

2. It is also the policy of City of Keene to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.

3. The City of Keene will introduce and pass a resolution adopting this policy.

As officers and representatives of City of Keene, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

______________________   _________________________________
Signature      Title

________________________
Date

09/01/2016
Section 504 Policy Against Discrimination based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), the City of Keene hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).

2. The City of Keene does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.

3. The City of Keene’s recruitment materials or publications shall include a statement of this policy in 1. above.

4. The City of Keene shall take continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.

5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the TxCDBG program, the City of Keene shall ensure that they are provided with the information necessary to understand and participate in the TxCDBG program.

6. Grievances and Complaints

   a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for the City of Keene to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.

   b. Complaints should be addressed to: Holly Owens, City Secretary, 1000 Old Betsy Road, Keene, Texas 76031, (817) 641-3336, who has been designated to coordinate Section 504 compliance efforts.
c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.

d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.

e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by Holly Owens, City Secretary. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.

f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by Holly Owens, City Secretary, and a copy forwarded to the complainant within fifteen (15) working days after the filing of the complaint where practicable.

g. The Section 504 coordinator shall maintain the files and records of the City of Keene relating to the complaints files.

h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be made to the City of Keene within ten working days after the receipt of the written determination/resolution.

i. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person’s pursuit of other remedies such as the filing of a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.

j. These procedures shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and assure that the City of Keene complies with Section 504 and HUD regulations.

______________________________________________  ________________
Signature/Title        Date

01/18/2017
CODE OF CONDUCT POLICY

These procedures are intended to serve as guidelines for the procurement of supplies, equipment, construction services and professional services for the Texas Community Development Block Grant (TxCDBG) Program. The regulations related to conflict of interest and nepotism may be found at the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, Uniform Grant Management Standards by Texas Comptroller, 24 CFR 570.489(g) & (h), and 2 CFR 200.318.

CODE OF CONDUCT

As a Grant Recipient of a TxCDBG contract, the City of Keene shall avoid, neutralize or mitigate actual or potential conflicts of interest so as to prevent an unfair competitive advantage or the existence of conflicting roles that might impair the performance of the TxCDBG contract or impact the integrity of the procurement process.

For procurement of goods and services, no employee, officer, or agent of the City of Keene shall participate in the selection, award, or administration of a contract supported by TxCDBG funds if he or she has a real or apparent conflict of interest. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No officer, employee, or agent of the City of Keene shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

For all other cases, no employee, agent, consultant, officer, or elected or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving TxCDBG funds, that has any CDBG function/responsibility, or is in a position to participate in a decision-making process or gain inside information, may obtain a financial interest or benefit from the TxCDBG activity.

The conflict of interest restrictions and procurement requirements identified herein shall apply to a benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet the National Program Objective.

Any person or entity including any benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet a National Program Objective, that might potentially receive benefits from TxCDBG awards may not participate in the selection, award, or administration of a contract supported by CDBG funding.
Any alleged violations of these standards of conduct shall be referred to the City of Keene Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

Passed and approved this 25th day of April, 2019.

_____________________________
Gary Heinrich, Mayor
City of Keene
## Limited English Proficiency Plan

<table>
<thead>
<tr>
<th>Name Grantee:</th>
<th>City of Keene</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Population:</td>
<td>6,106</td>
</tr>
<tr>
<td>LEP population:</td>
<td>1,343</td>
</tr>
<tr>
<td>Languages spoken:</td>
<td>Spanish, 22%</td>
</tr>
<tr>
<td></td>
<td>1) by more than 5% of the eligible population or</td>
</tr>
<tr>
<td></td>
<td>beneficiaries and has more than 50 in number; or</td>
</tr>
<tr>
<td></td>
<td>2) By more than 1,000 individuals in the eligible</td>
</tr>
<tr>
<td></td>
<td>population in the market area or among current</td>
</tr>
<tr>
<td></td>
<td>beneficiaries</td>
</tr>
</tbody>
</table>

### Program activities to be accessible to LEP persons:

- [✓] Public Notices and hearings regarding applications for grant funding, amendments to project activities, and completion of grant-funded project
- [✓] Publications regarding TxCDBG application, grievance procedures, complaint procedures, complaint procedures, answers to complaints, notices, notices of rights and disciplinary action, and other vital hearings, documents, and program requirements
- [ ] Other program documents: ___________________________________________________________

### Resources available to Grant Recipient:

- [✓] Translation services: **Arcela Borland as well as computer translation**
- [ ] Interpreter services: _______________________________________________________________
- [ ] Other resources: ________________________________________________________________

### Language Assistance to be provided:

- [✓] Translation (oral and/or written) of advertised notices and vital documents for: All documents regarding all TxCDBG projects. **Arcela Borland**
- [ ] Referrals to community liaisons proficient in the language of LEP persons
- [ ] Public meetings conducted in multiple languages:
- [ ] Notices to recipients of the availability of LEP services:
- [ ] Other services:

---

Signature - Chief Elected Official or Civil Rights Officer

See also:


2016 TxCDBG Project Implementation Manual

CHAPTER 10 – Civil Rights Requirements

09/01/2017
Fair Housing Policy

In accordance with Fair Housing Act, the City of Keene hereby adopts the following policy with respect to the Affirmatively Furthering Fair Housing:

1. The City of Keene agrees to affirmatively further fair housing choice for all seven protected classes (race, color, religion, sex, disability, familial status, and national origin).

2. The City of Keene agrees to plan at least one activity during the contract term to affirmatively further fair housing.

3. The City of Keene will introduce and pass a resolution adopting this policy.

As officers and representatives of the City of Keene, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

_____________________________  _________________________________
Signature      Title

_____________________________
Date

09/01/2016
ITEM #6

City Council
Agenda Item Report
April 25th, 2019

Contact – Brian LaBorde, City Manager,
817-641-3336
citymanager@keenetx.com

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING ORDINANCE NO. 2019-590 REGARDING A COUNCIL AGENDA SETTING POLICY.

1. BACKGROUND/HISTORY

This is a new item for consideration

2. FINDINGS/CURRENT ACTIVITY

The enclosed ordinance provides a proposed policy for Council on setting agenda items and placing agenda items.

3. FINANCIAL IMPACT

N/A

4. ACTION OPTIONS/RECOMMENDATION

Consideration of the ordinance.

5. ENCLOSURE

• Draft Ordinance
CITY OF KEENE, TEXAS

ORDINANCE NO. 2019-590

AN ORDINANCE OF THE CITY OF KEENE, TEXAS CREATING SECTION 30.03 “COUNCIL AGENDA SETTING PROCEDURES” UNDER “GENERAL PROVISIONS” OF CHAPTER 30: “OFFICIALS AND ORGANIZATIONS; COMPENSATION”; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Keene, Texas, is a duly organized political subdivision of the State of Texas engaged in the provision of municipal government and related services for the benefit of the citizens of the City of Keene, TX; and

WHEREAS, the City Council wishes to adopt amended rules governing its operations in an effort to ensure consistency.

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

SECTION 1

All of the above premises are hereby found to be true and correct and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2

From and after the effective date of this Ordinance, the City Council of Keene, Texas, hereby creates Section 30.03 “Council Agenda Setting Procedures” under “General Provisions” of Chapter 30: “Officials and Organizations; Compensation” to read as follows:

Sec. 30.03 Council Agenda Setting Procedures

(a) The City Manager, in conjunction with the Mayor, shall establish and set agenda items for all special call and regular City Council meetings. An item at the request of two City Council members in writing or email to the Mayor and City Manager shall be placed on the agenda. Unless the request is withdrawn, the items shall be placed on the next regular agenda provided the request item with all necessary supporting documentation is submitted no later than by 5pm on the Thursday before the regular scheduled Council meeting or no later than seven (7) business days prior to a special call Council meeting.
SECTION 3

All ordinances, orders or resolutions heretofore passed and adopted by the Keene Council of Keene, Texas, are hereby repealed to the extent that said ordinances, resolutions, or parts thereof, are in conflict herewith.

SECTION 4

If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 5

This Ordinance shall take effect and be in full force from and after its passage, as provided by the Revised Civil Statutes of the State of Texas.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF KEENE, THIS ______ DAY OF ___________________, 2019.

__________________________________________
Gary Heinrich, Mayor

ATTEST:

____________________________________
Holly Owens, City Secretary
SUBJECT: Discussion and possible action with direction to staff regarding Live Streaming City Council Meetings.

1. BACKGROUND/HISTORY

The previous Council asked staff to investigate the cost for live streaming Council Meetings but wanted the new Council to make the decision on which system.

2. FINDINGS/CURRENT ACTIVITY

Currently, Keene Citizens Facebook Live the meetings. However, due to archiving regulations, the videos are not an official record. An official record must be owned by the City to ensure the record is accurate and true with no manipulation.

3. FINANCIAL IMPACT

$11,000 to $56,515 depending on the system and the company.

4. ACTION OPTIONS/RECOMMENDATION

- Staff’s recommendation is TSM. The bid is the lowest with continued tech support and no annual cost. TSM is our contracted IT company and is already familiar with our server and system needs.

5. ENCLOSURES

- Bid Spreadsheet
<table>
<thead>
<tr>
<th></th>
<th>Upfront Cost</th>
<th>Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Swagit</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H Streaming Appliance</td>
<td>$7,450.00</td>
<td>Managed Service Package $10,500.00</td>
</tr>
<tr>
<td>3 camera set up</td>
<td>$38,565.00</td>
<td></td>
</tr>
<tr>
<td>1 camera set up</td>
<td>$46,015.00</td>
<td></td>
</tr>
<tr>
<td>(3,568.00)</td>
<td></td>
<td>$10,500.00</td>
</tr>
<tr>
<td></td>
<td>$46,015.00</td>
<td>$56,515.00</td>
</tr>
<tr>
<td><strong>Additional Items</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sound Search</td>
<td>$1,800.00</td>
<td>$1,800.00</td>
</tr>
<tr>
<td>Social Media</td>
<td>$1,500.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$3,300.00</td>
<td>$3,300.00</td>
</tr>
<tr>
<td><strong>Granicus</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hardware, Installation</td>
<td>$3,568.00</td>
<td>Software updates and management $3,768.00</td>
</tr>
<tr>
<td>and Training</td>
<td>$3,568.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$3,568.00</td>
<td>$7,336.00</td>
</tr>
<tr>
<td><strong>Civic Plus</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hardware, Installation</td>
<td>$20,000.00</td>
<td>Software updates and management $4,000.00</td>
</tr>
<tr>
<td>and Training</td>
<td>$20,000.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$20,000.00</td>
<td>$24,000.00</td>
</tr>
<tr>
<td>This system is used by Cleburne and Johnson County. Option is 1 camera or 3 cameras.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does not offer cameras. Will need to go to an additional</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does not offer cameras. Will need to go to an additional</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Offers a payment plan: First 4 years $8,000 annual. Fifth year $4,200 (annual + 5% tech fee)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Modern Communications, Inc. (TSM)</td>
<td><strong>Upfront Cost</strong></td>
<td><strong>Annual Cost</strong></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>WIRECAST 110 NDI BUNDLE WITH PTZOPTICS CAMERA. Includes Telestream Wirecast Gear 110 live streaming production system, PTZOptics camera with built-in NDI™ support &amp; 12x zoom, NewTek Connect Spark, Roland Rubix22 USB Audio Interface, Xkeys USB Controller for Wirecast Gear.</td>
<td>$ 7,999.00</td>
<td>Cables, Connectors &amp; Hardware NC</td>
</tr>
<tr>
<td>PTZOPTICS 12X NDI CAMERA (GRAY).</td>
<td>$ 1,999.00</td>
<td>Control System Layout, Programming and De-Bugging System Design / Commissioning NC</td>
</tr>
<tr>
<td>TELESTREAM WIRECAST GEARCARE. 3-Year Support Contract for Telestream Wirecast Gear models 110, 210, and 220.</td>
<td>$ 995.00</td>
<td>System Installation NC</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 10,993.00</td>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>
City Council Agenda Item Report
April 25, 2019
Contact – Cheryl Estes, CPA, CGFO
817-641-3336 Ext 103
finance.director@keenetx.com

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING QUARTERLY INVESTMENT REPORT ENDED MARCH 31, 2019

1. BACKGROUND
Chapter 2256 Section 2256.023 of the Public Funds Investment Act requires that investment reports be presented to the City Council each quarter for consideration and approval.

2. ANALYSIS
Pinnacle Bank is currently paying 2.40% interest on the City's money market account.

All City cash and investment accounts were adequately protected by FDIC and pledged collateral in the City's name for the quarter ended March 31, 2019.

3. FISCAL IMPACT
Total interest income on all checking and investment accounts for the second quarter of FY 18-19 was $8,954.08. Of this amount, $6,210.63 was earned on the City's investments for the month of March.

4. CITY STRATEGIC GOALS:
As set forth by the City's Investment Policy adopted by City Council on December 14, 2017.

5. ACTION/RECOMMENDATION
City staff recommends that Council approve the quarterly investment report for the quarter ended March 31, 2019.

6. ATTACHMENTS
Cash and investment report for quarter ended March 31, 2019.
# CITY OF KEENE

**CASH AND INVESTMENTS REPORT**

**FOR THE QUARTER ENDED MARCH 31, 2019**

<table>
<thead>
<tr>
<th>Account</th>
<th>Beginning Balance</th>
<th>Additions</th>
<th>Deletions</th>
<th>Transfers</th>
<th>Interest</th>
<th>Total</th>
<th>Interest Bearing</th>
<th>Non-Interest Bearing</th>
<th>APR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pooled Cash (6419)</td>
<td>199,497.16</td>
<td>2,944,989.36</td>
<td>(2,162,757.14)</td>
<td>(710,282.69)</td>
<td>172.76</td>
<td>271,619.45</td>
<td>271,619.45</td>
<td>0.20%</td>
<td></td>
</tr>
<tr>
<td>Money Market (7998)</td>
<td>2,601,231.62</td>
<td>-</td>
<td>-</td>
<td>481,221.46</td>
<td>8,757.55</td>
<td>3,091,210.63</td>
<td>3,091,210.63</td>
<td>0.20%</td>
<td></td>
</tr>
<tr>
<td>LV Grant Escrow Acct (2329)</td>
<td>0.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00</td>
<td>0.00</td>
<td>0.20%</td>
<td></td>
</tr>
<tr>
<td>Flexible Spending Acct (3052)</td>
<td>1,898.78</td>
<td>5,222.06</td>
<td>(5,311.84)</td>
<td>5,000.00</td>
<td>2.34</td>
<td>6,811.34</td>
<td>6,811.34</td>
<td>0.20%</td>
<td></td>
</tr>
<tr>
<td>USDA Interest &amp; Sinking (4568)</td>
<td>1,948.05</td>
<td>-</td>
<td>(153,734.37)</td>
<td>225,000.00</td>
<td>21.43</td>
<td>73,235.11</td>
<td>73,235.11</td>
<td>0.20%</td>
<td></td>
</tr>
<tr>
<td>Keene Fire &amp; Rescue (7970)</td>
<td>938.77</td>
<td>-</td>
<td>-</td>
<td>(938.77)</td>
<td>-</td>
<td>0.00</td>
<td>0.00</td>
<td>0.20%</td>
<td></td>
</tr>
<tr>
<td>Capital Improvements (3976)</td>
<td>9,342.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>9,342.00</td>
<td>9,342.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Bank Balance</strong></td>
<td>2,814,856.38</td>
<td>2,950,211.42</td>
<td>(2,321,803.35)</td>
<td>0.00</td>
<td>8,954.08</td>
<td>3,452,218.53</td>
<td>3,442,876.53</td>
<td>(250,000.00)</td>
<td></td>
</tr>
</tbody>
</table>

**Excess deposits over FDIC**

3,192,876.53

**Expected pledged collateral**

3,831,451.84 120% of excess deposits

**Actual pledged collateral**

5,066,940.65

(1,235,488.81) Over pledged

---

This report meets the reporting requirements required by Chapter 2256 Section 2256.023 of the Internal Management Reports of the Public Funds Investment Act.

---

Cheryl Estes CPA, Finance Director

Brian LaBorde, City Manager
City Council
Agenda Item Report
April 25, 2019

Contact – Don Martin
dmartin@keenetx.com
817-641-3336, ext. 109

SUBJECT: Discussion and possible action regarding the zoning change of property located at Abstract 730, William Ray Survey being 7.134 acres and Block 1 of the Summer Estates Addition, Abstract 730, William Ray Survey being 2.197 acres. Current zoning is SF-2, Single Family. Zoning change to PD, Planned Development.

1. BACKGROUND/HISTORY

RKS Group has submitted a pre-application to the TDHCA (Texas Department of Housing & Community Affairs) for Riva Keene. For RKS Group to move forward the property needs to be rezoned.

2. FINDINGS/CURRENT ACTIVITY

Currently the property is zoned SF-2, Single Family. RKS Group is requesting that the property be rezoned to PD, Planned Development. The property is located at Abstract 730, William Ray Survey being 7.134 acres and Block 1 of the Summer Estates Addition, Abstract 730, William Ray Survey being 2.197 acres. The Planning and Zoning Commission heard this case on April 15, 2019. The Commission recommends approval, 4-0-0.

<table>
<thead>
<tr>
<th>Existing Zoning</th>
<th>“SF-2”</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Zoning</td>
<td>“PD”</td>
</tr>
<tr>
<td>Land Use Designation</td>
<td>Multi-family Residential</td>
</tr>
<tr>
<td>Gross/Net Acreage</td>
<td>9.386 Acres</td>
</tr>
<tr>
<td>Total Building Floor Area (Gross)</td>
<td>138,816 sq. ft.</td>
</tr>
</tbody>
</table>
Building Height/Number of Stories | 3 stories
--- | ---
Open Space % | 25%
Impervious Coverage % | 75%
Total Parking Required | 360
Total Parking Spaces Provided | 204
Fire Sprinklers | All buildings will be sprinkled.

3. **Financial Impact**
   No financial impact to the City. However, if the development moves forward and is awarded, it will bring in property tax and additional residents to the City.

4. **Staff Review**
   Fire Review by Ed Cheever: The first review determined that critical data was missing making it impossible to determine much about the fire safety of the project. There was a lack of dimensions, locations of fire hydrants, locations of sprinkler riser equipment, and locations of fire department connections for the fire sprinklers. This information was sent along with other review information to the project team, so a second site plan could be generated for a second review.
   The second review determined that the dimensions were included for the fire lanes and building sizes but there was no information regarding possible overhead obstructions. The dimensions of the fire lane met the requirements and distances from the fire access road to all points of the buildings were adequate. The review also determined that the locations of the fire hydrants were shown and were satisfactory. The general locations of the sprinkler risers were noted as well but there was no information regarding the fire department connections.
   I contacted Scott Johnson with the project team and requested information regarding placement of the connections and any potential overhead obstructions. He told me there were no plans for any overhead obstructions and he asked if the connections could be included on the next site plan publication or did we need him to make a special printing. I advised that the next publication would be satisfactory.

5. **Action Options/Recommendation**
   - Conduct a public hearing.
   - Consider approval of a zoning change.

6. **Enclosures**
   - Site plan
   - Legal Ad
   - Letter to residents within 200-ft.
   - Draft ordinance
   - PD regulations
   - MF regulations
ORDINANCE NO. 2019-591

AN ORDINANCE OF THE CITY OF KEENE, TEXAS, AMENDING CHAPTER 157, "ZONING", OF THE CITY OF KEENE CODE OF ORDINANCES BY REZONING A CERTAIN TRACT OR TRACTS OF LAND WITHIN THE CITY OF KEENE, TEXAS, BEING LEGALLY DESCRIBED AS ABSTRACT 730, WILLIAM RAY SURVEY, CITY OF KEENE, JOHNSON COUNTY, TEXAS, BEING APPROXIMATELY 7.134 ACRES, AND BLOCK 1 OF THE SUMMER ESTATES ADDITION, ABSTRACT 730, WILLIAM RAY SURVEY, KEENE, JOHNSON COUNTY, TEXAS, BEING APPROXIMATELY 2.197 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT “A,” FROM “SF-2” SINGLE FAMILY TO “PD” PLANNED DEVELOPMENT, AS DEPICTED ON THE APPROVED SITE PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT “B,” SUBJECT TO THE SPECIFIC REQUIREMENTS CONTAINED IN THIS ORDINANCE; CORRECTING THE OFFICIAL ZONING MAP; AMENDING THE CITY’S COMPREHENSIVE PLAN; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A PENALTY FOR VIOLATIONS HEREOF; AND REPEALING CONFLICTING ORDINANCES.

WHEREAS, the City of Keene, Texas, 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 Texas Local Government Code; and

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has the authority to adopt a zoning ordinance and map regulating the location and use of buildings, other structures and land for business, industrial, residential and other purposes, and to amend said ordinance and map for promoting the public health, safety, morals and general welfare, all in accordance with a plan; and

WHEREAS, the hereinafter described property is currently zoned as “SF-2” Single Family under the City’s Zoning Ordinance; and

WHEREAS, a change in the zoning classification of said property was requested by a person or corporation have a proprietary interest in said property; and

WHEREAS, the City of Keene Council and the Planning & Zoning Commission of the City of Keene, in compliance with the laws of the State of Texas and the ordinances of the City of Keene, have given the required notices and held the required public hearings and afforded a full and fair hearing to all property owners generally and to all persons interested in and situated in the affected area and in the vicinity thereof regarding the requested rezoning and comprehensive plan amendment described herein; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning & Zoning Commission and any other information and materials received at the public hearing, the City Council of the, City of Keene, Texas, has determined that the zoning request and
comprehensive plan amendment would be in the interest of public health, safety and welfare of the citizens of the City of Keene.

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

SECTION 1. INCORPORATION OF PREMISES. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2. ZONING AMENDMENT. That Chapter 157 of the Keene Code of Ordinances, the same being the Comprehensive Zoning Ordinance of the City of Keene, as amended, is hereby amended by so that the permitted uses in the hereinafter described areas be altered, changed and amended as shown and described below:

BEING LEGALLY DESCRIBED AS ABSTRACT 730, WILLIAM RAY SURVEY, CITY OF KEENE, JOHNSON COUNTY, TEXAS, BEING APPROXIMATELY 7.134 ACRES, AND BLOCK 1 OF THE SUMMER ESTATES ADDITION, ABSTRACT 730, WILLIAM RAY SURVEY, KEENE, JOHNSON COUNTY, TEXAS, BEING APPROXIMATELY 2.197 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT “A’ FROM “SF-2” SINGLE FAMILY TO “PD” PLANNED DEVELOPMENT, AS DEPICTED ON THE APPROVED SITE PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT “B”, and subject to the following conditions:

- 3 story maximum.
- No more than 10 dwelling units attached per level.
- The green space/playground area must be a minimum of 75% grass.
- Parking 1.7 spaces per unit with a total of 204 spaces.
- Resort style pool.
- Full appointed clubhouse with fitness center, business center, club room and common area.
- Playground provided.
- Pet Park provided.
- Gates access fencing provided.
- 100% masonry on exterior of buildings including brick, stucco and fiber cement board.
- To the extent not varied herein, the terms and conditions of the Comprehensive Zoning Ordinance and all other applicable ordinances, laws, rules, regulations, and standards applicable to Multi-Family development in the City shall apply.

SECTION 3. COMPREHENSIVE PLAN AMENDMENT. That the City’s comprehensive plan and accompanying map, as adopted in Section 150.03 of the Keene Code of Ordinances, is hereby amended to reflect the zoning change authorized by this Ordinance, and City staff is hereby directed and authorized to update the City’s comprehensive plan and accompanying map to implement the approved changes.

SECTION 4. SAVINGS. This Ordinance shall be cumulative of all other ordinances of the City of Keene, and shall not repeal any of the provisions of those ordinances except in those instances
where the provisions of those ordinances are in direct conflict with the provisions of this
Ordinance; provided, however, that any complaint, notice, action, cause of action, or claim which
prior to the effective date of this Ordinance has been initiated or has arisen under or pursuant to
such other ordinance(s) shall continue to be governed by the provisions of that ordinance or those
ordinances, and for that purpose that ordinance or those ordinances shall be deemed to remain and
shall continue in full force and effect.

SECTION 5. MAP. The official zoning map of the City of Keene shall be amended to reflect the
change in zoning made by this Ordinance.

SECTION 6. PENALTY. Any person, firm, or corporation violating any of the provision of this
Ordinance shall be punished by a penalty of a fine not to exceed the sum of Two Thousand Dollars
($2,000) for each offense and each and every day such offense shall continue shall be deemed to
constitute a separate offense.

SECTION 7. SEVERABILITY. The sections, paragraphs, sentences, phrases, and words of this
Ordinance are severable, and If any section or provision of this ordinance or the application of that
section or provision to any person, firm, corporation, situation or circumstance is for any reason
judged invalid or unconstitutional, the adjudication shall not affect any other section or provision
of this ordinance or the application of any other section or provision to any person, firm,
corporation, situation or circumstance, nor shall adjudication affect any other section or provision
of the Comprehensive Zoning Ordinance of the City of Keene, Texas, and/or the City’s
comprehensive plan, and the City Council hereby declares that it would have adopted the valid
portions and applications of the Ordinance without the valid parts and to this end the provisions of
this Ordinance shall remain in full force and effect.

SECTION 8. REPEALER. That all ordinances of the City of Keene in conflict with the
provisions of this Ordinance be and the same are hereby repealed to the extent of that conflict.

SECTION 9. EFFECTIVE DATE. This Ordinance shall be in full force from its passage and
publication as required by law, or on April 25, 2019, whichever is later, and it is so ordained.

PASSED AND APPROVED on the _______ day of __________, 2019.

______________________________
Mayor, Gary Heinrich

ATTEST:

_______________________________
City Secretary, Holly Owens, TRMC
APPROVED AS TO FORM AND LEGALITY:

________________________________
City Attorney, Robert Brown

DATE: ______________________
ADOPTED: ________________
EFFECTIVE: ________________
April 5, 2019

Since the tax roll indicate you are a property owner within 200 feet of the property requesting the zoning change, you are being notified of these public hearings and are invited to attend the scheduled public hearings to voice your support or opposition to this request.


The Planning and Zoning Commission for the City of Keene will hold a public hearing scheduled for Monday, April 15, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031.

City Council for the City of Keene will hold a public hearing scheduled for Thursday, April 25, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031.

Any questions or requests for accommodations or interpretative services for these meetings must be made 48 hours in advance for the meeting. Call 1-817- 641-3336, Ext 110 or email citysecretary@keenetx.com.

X

Holly Owens
City Secretary
<table>
<thead>
<tr>
<th>Owner Name</th>
<th>Property Location</th>
<th>Geo Account #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frank Hopps</td>
<td>502 S. College</td>
<td>126.0114.00070</td>
</tr>
<tr>
<td>902 John Thomas Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rolando &amp; Gloria Saravia</td>
<td>504 S. College</td>
<td>126.011400080</td>
</tr>
<tr>
<td>504 S. college Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Lisboa</td>
<td>508 S. College</td>
<td>126.0114.00090</td>
</tr>
<tr>
<td>508 S. College Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Myrta Ramirez</td>
<td>510 S. College</td>
<td>126.3682.00010</td>
</tr>
<tr>
<td>P.O. Box 1413</td>
<td></td>
<td></td>
</tr>
<tr>
<td>San Sebastian, PR. 00685-1413</td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Lisboa</td>
<td>518 S. College</td>
<td>126.0114.00094</td>
</tr>
<tr>
<td>518 S. College Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leonor Garcia</td>
<td>520 S. College</td>
<td>126.0114.00093</td>
</tr>
<tr>
<td>520 S. College Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sadot Vazquez</td>
<td>524 S. College</td>
<td>126.0114.00100</td>
</tr>
<tr>
<td>511 S. College Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner Name</td>
<td>Property Location</td>
<td>Geo Account #</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Juan Garay</td>
<td>E. Hwy 67</td>
<td>126.0730.00140</td>
</tr>
<tr>
<td>308 E. Fourth St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Texas Conference Association</td>
<td>W. Off Fourth St.</td>
<td>126.0730.00075</td>
</tr>
<tr>
<td>P.O. Box 800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alvarado, TX. 76009</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dionicio Rivera</td>
<td>E. Hwy 67</td>
<td>126.0730.00143</td>
</tr>
<tr>
<td>11913 Paseo Dorado Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>El Paso, TX. 79936</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dionicio Rivera</td>
<td>W. Fourth St.</td>
<td>126.0730.00071</td>
</tr>
<tr>
<td>11913 Paseo Dorado Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>El Paso, TX. 79936</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Legal Notice of Public Hearing The Planning and Zoning Commission for the City of Keene will hold a public hearing scheduled for Monday, April 15, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. City Council for the City of Keene will hold a public hearing scheduled for Thursday, April 25, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. The Planning and Zoning Commission is a recommending body only. The City Council is authorized to approve or deny the request. Any interested person will be allowed to appear and speak at the public hearings. RE: Zoning Change of property located at Abstract 730, William Ray Survey being 7.134 acres and Block 1 of the Summer Estates Addition, Abstract 730, William Ray Survey being 2.197 acres. Current zoning is SF-2, Single Family. Zoning change to PD, Planned Development. RE: Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development. RE: Special Use Permit for Keene Spanish Seventh Day Adventist Church located at 304 W Us-67, Keene, Texas. Keene Spanish Seventh Day Adventist Church is requesting a Special Use Permit for a digital sign. RE: Discuss and change sections of the City Charter §72.05 Manner of Parking and §72.13 Recreational Vehicles. Any questions or requests for accommodations or interpretative services for these meetings must be made 48 hours in advance for the meeting. Call 1-817-641-3336 ext. 110 or ask for the City Secretary, Holly Owens.
PLANNING APPLICATION

Please check the box below to indicate the type of application you are requesting:

( ) Preliminary Plat ($250+$5/lot over 10)
( ) Final Plat ($250+$5/lot over 10)
( ) Replat ($300)
( ) Minor Plat ($250)
( ) Amending Plat
( ) Zoning Change ($275)
( ) Planned Development
( ) Special Use Permit ($275)
( ) FLUP Amendment
( ) Annexation/Disannexation
( ) Variance ($225)
( ) Plan Review ($200)
( ) Plat Extension ($250)
( ) Plat Vacation ($250)
( ) Conveyance Plat ($250)

Contact Information

Applicant (or Primary Contact)

Name: Scott Johnson
Company: Palladium USA
Address: 13455 Noel Road, Suite 400
City, State, Zip: Dallas, TX 75240
Phone: 972-774-4450
Email: sjohnson@palladiumusa.com

Owner (if different from Applicant)

Name: Ricky Stephens, President
Company: Keene Business Development Corp
Address: 1000 North Old Betsy Road
City, State, Zip: Keene, TX 76031
Phone: 682-970-0395
Email: C/O dmartin@keenetx.com

Project Information

Project Name: Riva Keene, Ltd.
Project Address: E. Katherine P. Rains Road west of S. College Drive
Parcel(s) Tax ID (long or short)#: Multiple Tax Parcels (see attached)

Legal Description

Block: 1
Lot: ___________________________ Abstract: 730
Addition: Summer Estates
Survey: Wm Ray
Total Acreage: 2.197
Existing Zoning: SF-2
Proposed Zoning: PD

Reason for Request:

To facilitate the development of 120 multi-family housing units on 9.331 acres. This is one of two parcels involved with the zoning change. Both sites must be simultaneously rezoned.
Attach the following:

- A plat, map, sketch or drawing indicating metes and bounds description for all unplatted property and all Zoning cases.
- A copy of a notarized Warranty Deed showing proof of ownership to the property
- A Tax Certificate must be attached with this application in order to finalize the procedure at Johnson County Courthouse. Filing fees at the courthouse are 18x24=$46 or 24x36 and over =$71.00, (additional page $25).
- A notarized letter from the property owner authorizing a representative to present the request, if the property owner will not be present.

I attest that the above information is true and accurate to the best of my knowledge and that I am now or will be fully prepared to present the above proposal at the Planning and Zoning Commission, Board of Adjustments and/or City Council hearing thereon. I understand that if any of the above Information is found to be wrong or inaccurate, my application may be removed from consideration prior to the time the application is voted upon by the Planning and Zoning Commission, Zoning Board of Adjustments and/or City Council.

I understand that in the event the undersigned is not present at the public hearing the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council shall have the power to dismiss the proposal either at the call of the case or after the hearing and such dismissal shall constitute a denial by the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council.

I reserve the right to withdraw this proposal. However, written withdrawal filed at any time after the giving of notice of the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council hearing shall constitute a denial by the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council.

Attesting to inaccurate or false information on this application can result in conviction of a misdemeanor and fine not to exceed $2,000.00.

Signature:

I CERTIFY THAT I AM THE LEGAL OWNER OF THE ABOVE REFERENCED PROPERTY, OR THE AUTHORIZED AGENT, AND THAT TO THE BEST OF MY KNOWLEDGE THIS IS A TRUE DESCRIPTION OF THE PROPERTY UPON WHICH I HAVE REQUESTED THE ABOVE CHECKED ITEM. I UNDERSTAND THAT I AM FULLY RESPONSIBLE FOR THE ACCURACY OF THE LEGAL DESCRIPTION GIVEN.

Signature: ___________________________ Date: 3/12/19

I waive the statutory review period time limits in accordance with Section 212.009 of the Texas Local Government Code (For Plat Applications Only).

Signature: ___________________________ Date: ___________________________

OFFICE USE ONLY

DATE APPLICATION FEE PAID: ______________ DATE COURT FILING FEE PAID: ______________

CHECK #: __________ CASH REC'D: __________

CHECK #: __________ CASH REC'D: __________
POWERS OF THE ZONING BOARD OF ADJUSTMENT SECTION 211.09

1. To hear and decide an appeal that alleges error in an order, decision, or interpretation of the zoning ordinance by an administrative officer.

2. To hear and decide special exceptions to the zoning ordinance when the zoning ordinance requires that it do so.

3. To authorize variances to the zoning ordinance in unique situations.

4. To hear and decide other matters authorized by the zoning ordinance.

CRITERIA TO DETERMINE A HARDSHIP
(The burden of proof is on the applicant to present a case of a hardship)

1. It must demonstrate a special condition that is inherent in the property itself.

2. The hardship must be present to the extent that it prevents any reasonable use of the land.

3. The hardship must NOT be self-imposed or self-created.

4. The hardship must not be contrary to the public interest.

5. The determination of a hardship must be within the spirit of the ordinance and substantial justice must be done.

VARIANCE REQUIREMENTS

1. Finding of a hardship.

2. Finding that the piece of property is unique and contains properties or attributes not common to other similarly situated properties.

3. Find that the literal enforcement of the ordinance would work an unnecessary hardship.

4. Finding that the need for the variance was not created by the applicant.

5. Find that the hardship cannot be financial alone.

6. Find that the granting will not be injurious to the public health, safety and welfare or defeat the intent of the philosophy contained in the zoning ordinance.
USE ONLY IF ANOTHER ENTITY WILL BE REPRESENTING THE REQUEST

Date: 2/25/19

City of Keene
Attention: Zoning Board of Adjustment
1000 N Old Betsy Rd
P.O. Box 637 Keene, TX 76059

Dear Zoning Board of Adjustment Chairman and Board Members:

Keene Business Development Corporation
I/we ________________________________, authorize ________________________________

YOU OR YOUR ORGANIZATION YOUR REPRESENTATIVE
me/us in all scheduled hearings and meetings before the City of Keene regarding the request

for a variance property located at: ________________________________

E. Katherine P. Rains Road west of S. College Drive

ADDRESS & LEGAL DESCRIPTION

Thank you for helping us resolve this request.

Sincerely, ________________________________

State of Texas § __________

County of Johnson § __________

BEFORE ME, the undersigned authority, in and for said County, Texas, on this day personally appeared __________, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledge to me that he/she executed the same of the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the __6__ day of __February__ 20__1__

________________________
Notary Public's Signature

My Commission Expires: __1/20/21__
NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Warranty Deed with Vendor's Lien

Date: July 31, 2013

Grantor: David Shipman, Sr., a married man not joined herein by spouse as property constitutes no part of homestead, business or residential

Grantor's Mailing Address:

David Shipman, Sr.
121 Newton
Burleson, Texas 76028

Grantee: Keene Business Development Corporation, a Texas corporation

Grantee's Mailing Address:

Keene Business Development Corporation
100 N. Mockingbird
Keene, Texas 76059

Consideration:

Cash and a note of even date executed by Grantee and payable to the order of PINNACLE BANK in the principal amount of TWO HUNDRED THOUSAND AND NO/100 DOLLARS ($200,000.00). The note is secured by a first and superior vendor's lien and superior title retained in this deed in favor of PINNACLE BANK and by a first-lien deed of trust of even date from Grantee to Peter Bennis, trustee.

Property (including any improvements):

BEING Lots 1-21, Block 1, of SUMMER ESTATES, an Addition to the City of Keene, Johnson County, Texas, according to the plat thereof recorded in Volume 9, Page 749, of the Plat Records of Johnson County, Texas.

Reservations from Conveyance:

For Grantor and Grantor's heirs, successors, and assigns forever, a reservation of all oil, gas, and other minerals in and under and that may be produced from the Property. If the mineral
estate is subject to existing production or an existing lease, this reservation includes the production, the lease, and all benefits from it.

Grantor waives and conveys to Grantee the right of ingress and egress to and from the surface of the Property relating to the portion of the mineral estate owned by Grantor.

Nothing herein, however, restricts or prohibits the pooling or unitization of the portion of the mineral estate owned by Grantor with land other than the Property; or: the exploration or production of the oil, gas, and other minerals by means of wells that are drilled or mines that open on land other than the Property but enter or bottom under the Property, provided that these operations in no manner interfere with the surface or subsurface support of any improvements constructed or to be constructed on the Property.

Exceptions to Conveyance and Warranty:

Liens described as part of the Consideration and any other liens described in this deed as being either assumed by Grantee or subject to which title is taken by Grantee; validly existing restrictive covenants common to the platted subdivision in which the Property is located; standby fees, taxes, and assessments by any taxing authority for the year 2013 and subsequent years, and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership; validly existing utility easements created by the dedication deed or plat of the subdivision in which the Property is located; any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements; homestead or community property or survivorship rights, if any, of any spouse of Grantee; and any validly existing titles or rights asserted by anyone, including but not limited to persons, the public, corporations, governments, or other entities, to (a) tidelands or lands comprising the shores or beds of navigable or perennial rivers and streams, lakes, bays, gulfs, or oceans, (b) lands beyond the line of the harbor or bulkhead lines as established or changed by any government, (c) filled-in lands or artificial islands, (d) water rights, including riparian rights, or (e) the area extending from the line of mean low tide to the line of vegetation or the right of access to that area or easement along and across that area.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

The vendor's lien against and superior title to the Property are retained until each note described is fully paid according to its terms, at which time this deed will become absolute.

PINNACLE BANK, at Grantee's request, has paid in cash to Grantor that portion of the purchase price of the Property that is evidenced by the note. The first and superior vendor's lien
against and superior title to the Property are retained for the benefit of Pinnacle Bank and are transferred to Pinnacle Bank without recourse against Grantor.

When the context requires, singular nouns and pronouns include the plural.

David Shipman, Sr.

Accepted By:

Keene Business Development Corporation

Charles G. Ferris, President

STATE OF TEXAS

COUNTY OF Johnson

This instrument was acknowledged before me on 7-31, 2013, by David Shipman, Sr.

Tami Clopton
Notary Public, State of Texas
My commission expires:

STATE OF TEXAS

COUNTY OF Johnson

This instrument was acknowledged before me on 7-31, 2013, by Charles G. Ferris, as the President of Keene Business Development Corporation, on behalf of said corporation.

Nancy Worlow
Notary Public, State of Texas
My commission expires:
PREPARED IN THE OFFICE OF:

THE LAW OFFICES OF KENT DAVIS
9284 Huntington Square
Suite 100
North Richland Hills, TX 76182
Tel: (817) 479-2200
Fax: (817) 479-2210

AFTER RECORDING RETURN TO:

Keene Business Development Corporation
100 N. Mockingbird
Keene, Texas 76059
PLANNING APPLICATION

Please check the box below to indicate the type of application you are requesting:

(  ) Preliminary Plat ($250+$5/lot over 10)
(  ) Final Plat ($250+$5/lot over 10)
(  ) Replat ($300)
(  ) Minor Plat ($250)
(  ) Amending Plat

(  ) Zoning Change ($275)
(  ) Planned Development
(  ) Special Use Permit ($275)
(  ) FLUP Amendment
(  ) Annexation/Disannexation
(  ) Variance ($225)
(  ) Plan Review ($200)
(  ) Plat Extension ($250)
(  ) Plat Vacation ($250)
(  ) Conveyance Plat ($250)

Contact Information

Applicant (or Primary Contact)
Name: Scott Johnson
Company: Palladium USA
Address: 13455 Noel Road, Suite 400
City, State, Zip: Dallas, TX 75240
Phone: 972-774-4450
Email: sjohnson@palladiumusa.com

Owner (if different from Applicant)
Name: Dionicio Rivera
Company: 
Address: 11913 Paseo Dorado
City, State, Zip: El Paso, Texas 79936
Phone: 915-329-1039
Email: DRRivera77@gmail.com

Project Information
Project Name: Riva Keene, Ltd.
Project Address: E. Katherine P. Rains Road west of S. College Drive
Parcel(s) Tax ID (long or short)#: Part of 126-0730-00071

Legal Description
Block: Lot: Abstract: 730
Addition: Survey: Wm Ray Total Acreage: 7.134 Acres
Existing Zoning: Sf-2 Proposed Zoning: PD with Site Plan

Reason for Request: To facilitate the development of 120 multi-family housing units on 9.331 acres. This is one of two parcels involved with the zoning change.

Both sites must be simultaneously rezoned
Attach the following:

- [x] A plat, map, sketch or drawing indicating metes and bounds description for all unplatted property and all Zoning cases.
- [x] A copy of a notarized Warranty Deed showing proof of ownership to the property
- [ ] A Tax Certificate must be attached with this application in order to finalize the procedure at Johnson County Courthouse. Filing fees at the courthouse are 18x24=$46 or 24x36 and over =$71.00, (additional page $25).
- [x] A notarized letter from the property owner authorizing a representative to present the request, if the property owner will not be present.

I attest that the above information is true and accurate to the best of my knowledge and that I am now or will be fully prepared to present the above proposal at the Planning and Zoning Commission, Board of Adjustments and/or City Council hearing thereon. I understand that if any of the above Information is found to be wrong or inaccurate, my application may be removed from consideration prior to the time the application is voted upon by the Planning and Zoning Commission, Zoning Board of Adjustments and/or City Council.

I understand that in the event the undersigned is not present at the public hearing the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council shall have the power to dismiss the proposal either at the call of the case or after the hearing and such dismissal shall constitute a denial by the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council.

I reserve the right to withdraw this proposal. However, written withdrawal filed at any time after the giving of notice of the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council hearing shall constitute a denial by the Planning & Zoning Commission, Zoning Board of Adjustments and/or City Council.

Attesting to inaccurate or false information on this application can result in conviction of a misdemeanor and fine not to exceed $2,000.00.

Signature:

I CERTIFY THAT I AM THE LEGAL OWNER OF THE ABOVE REFERENCED PROPERTY, OR THE AUTHORIZED AGENT, AND THAT TO THE BEST OF MY KNOWLEDGE THIS IS A TRUE DESCRIPTION OF THE PROPERTY UPON WHICH I HAVE REQUESTED THE ABOVE CHECKED ITEM. I UNDERSTAND THAT I AM FULLY RESPONSIBLE FOR THE ACCURACY OF THE LEGAL DESCRIPTION GIVEN.

Signature: ___________________________ Date: 3/12/19

I waive the statutory review period time limits in accordance with Section 212.009 of the Texas Local Government Code (For Plat Applications Only).

Signature: ___________________________ Date: ___________________________

OFFICE USE ONLY

DATE APPLICATION FEE PAID: ______________ DATE COURT FILING FEE PAID: ______________
CHECK #: ______________ CASH REC'D: ______________ CHECK #: ______________ CASH REC'D: ______________
POWERS OF THE ZONING BOARD OF ADJUSTMENT SECTION 211.09

1. To hear and decide an appeal that alleges error in an order, decision, or interpretation of the zoning ordinance by an administrative officer.

2. To hear and decide special exceptions to the zoning ordinance when the zoning ordinance requires that it do so.

3. To authorize variances to the zoning ordinance in unique situations.

4. To hear and decide other matters authorized by the zoning ordinance.

CRITERIA TO DETERMINE A HARDSHIP
(The burden of proof is on the applicant to present a case of a hardship)

1. It must demonstrate a special condition that is inherent in the property itself.

2. The hardship must be present to the extent that it prevents any reasonable use of the land.

3. The hardship must NOT be self-imposed or self-created.

4. The hardship must not be contrary to the public interest.

5. The determination of a hardship must be within the spirit of the ordinance and substantial justice must be done.

VARIANCE REQUIREMENTS

1. Finding of a hardship.

2. Finding that the piece of property is unique and contains properties or attributes not common to other similarly situated properties.

3. Find that the literal enforcement of the ordinance would work an unnecessary hardship.

4. Finding that the need for the variance was not created by the applicant.

5. Find that the hardship cannot be financial alone.

6. Find that the granting will not be injurious to the public health, safety and welfare or defeat the intent of the philosophy contained in the zoning ordinance.
EXAMPLE ONLY
USE ONLY IF ANOTHER ENTITY WILL BE REPRESENTING THE REQUEST

Date: 2-20-2019

City of Keene
Attention: Zoning Board of Adjustment
1000 N Old Betsy Rd
P.O. Box 637 Keene, TX 76059

Dear Zoning Board of Adjustment Chairman and Board Members:

I/we __________________ authorize __________________

YOU OR YOUR ORGANIZATION YOUR REPRESENTATIVE

me/us in all scheduled hearings and meetings before the City of Keene regarding the request

for a variance property located at: E. Katherine P. Raines Road West of S. College Drive

as depicted in the attached 7.134 acre survey

ADDRESS & LEGAL DESCRIPTION

Thank you for helping us resolve this request.

Sincerely, Dionicio Rivera

State of Texas §

County of Johnson $

BEFORE ME, the undersigned authority, in and for said County, Texas, on this day personally appeared Dionicio Rivera, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledge to me that he/she executed the same of the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the __________ day of February, 2019.

________________________
Notary Public's Signature

My Commission Expires: 10/30/2020
WARRANTY DEED WITH VENDOR'S LIEN

Date: ____________, 1998;

Grantor: BOBBIE J. NORTHROP, as to Tract One, not joined by spouse as the property conveyed is not homestead; AND GARY MERRL HUME AND LEAH HUME, as to Tract Two;

Grantee: DIONICIO R. RIVERA;

Grantee's Mailing Address (including county): 2321 Bill Howard
El Paso, TX ________;

Consideration: TEN AND NO/100 DOLLARS Cash, and a note of even date that is in the principal amount of ONE HUNDRED THOUSAND TWO HUNDRED FIFTY AND NO/100 DOLLARS ($100,250.00), and is executed by Grantee, payable to the order of FIRST STATE BANK KEENE at P.O. Box 676, Keene, Johnson County, Texas 76059, in monthly installments. It is secured by a vendor's lien retained in this deed and by a deed of trust of even date herefrom from Grantee to Ray C. Nichols, Trustee.

The vendor's lien and superior title retained in this deed are transferred to FIRST STATE BANK KEENE, Payee in the note, without recourse on Grantor.
Property (including any improvements):

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF FOR A FULL AND COMPLETE DESCRIPTION OF THE TWO TRACTS OF LAND.

Reservations from and Exceptions to Conveyance and Warranty:

Easements, rights-of-way, and prescriptive rights, whether of record or not: all presently recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property.
Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

The vendor's lien against and superior title to the property are retained until each note described is fully paid according to its terms, at which time this deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.

Bobbie J. Northrop

Gary Merl Home

Dianna Lee Home

(Acknowledgment)

STATE OF TEXAS
COUNTY OF

This instrument was acknowledged before me on the 13th day of January, 1997.

Bobbie J. Northrop

MARGARET HECKLER
NOTARY PUBLIC
STATE OF TEXAS
COMM. EXP. 07/05/98

MARGARET HECKLER
NOTARY PUBLIC
STATE OF TEXAS
COMM. EXP. 07/05/98

(Acknowledgment)

STATE OF TEXAS
COUNTY OF

This instrument was acknowledged before me on the 9th day of January, 1998.

Gary Merl Home

KAY W. BEARDALL
NOTARY PUBLIC
STATE OF TEXAS
COMM. EXP. 01/26/98

AFTER RECORDING RETURN TO:

Dionicio R. Rivera
2321 Bill Howard
El Paso, TX

PREPARED IN THE LAW OFFICE OF:

Hugh B. Higgins
111 Hyde Park, Suite 200
P.O. Box 13
Cleburne, TX 76033
Grantor, for the consideration and subject to the reservations and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

The vendor's lien against and superior title to the property are retained until each note described is fully paid according to its terms, at which time this deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.

BOBBIE J. NORTHRUP

GARY MERL HUME

DIANNA LEE HUME

(Acknowledgment)

STATE OF TEXAS
COUNTY OF JOHNSON

This instrument was acknowledged before me on the 5th day of January 1997.

by BOBBIE J. NORTHRUP

Notary Public, State of Texas
Notary's name (printed):
Notary's commission expires:

FLORIDA
COUNTY OF SEMINOLE

This instrument was acknowledged before me on the 7th day of January 1998.

by DIANNA LEE HUME

Notary Public, State of Florida
Notary's name (printed):
Notary's commission expires: 7/1/2000

AFTER RECORDING RETURN TO:

DIONICIO R. RIVERA

PREPARED IN THE LAW OFFICE OF:

HUGH B. HIGGINS
111 HYDE PARK, SUITE 200
P.O. BOX 13
CLEBURNE, TX 76033
FIELD NOTES
18.129 Acres

BEING a tract of land in the William Ray Survey, Abstract No. 730, Johnson County, Texas and being a part of a called 28.61 acre tract of land as described in Volume 1172, Page 893, Deed Records of Johnson County, Texas.

BEGINNING at a 1/2 inch steel pin set being the Southeast corner of said called 28.61 acre tract;

THENCE, North 89 degrees 42 minutes 36 seconds West, along the South line of said called 28.61 acre tract, 676.37 feet to a 1/2 inch steel pin found for a corner;

THENCE, North 00 degrees 09 minutes 08 seconds West, 1132.00 feet to a 1 inch pipe found for a corner being the Southwest corner of a tract of land recorded in Volume 440, Page 124, Deed Records of Johnson County, Texas;

THENCE, South 89 degrees 39 minutes 36 seconds East, 102.52 feet (called North 89 degrees 50 minutes 52 seconds East, 100.00 feet) to a 1 inch pipe found for a corner;

THENCE, North 00 degrees 56 minutes 33 seconds West, 202.95 feet (called North 00 degrees 09 minutes 08 seconds West, 210.00 feet) to a 1 inch pipe found for a corner in the South line of Fourth Street;

THENCE, North 89 degrees 53 minutes 06 seconds East, along the South line of Fourth Street, 133.76 feet (called North 89 degrees 50 minutes 52 seconds East, 133.60 feet) to a 1/2 inch steel pin found for a corner being the Northwest corner of Callicott Acres, recorded in Volume 6, Page 142A, Plat Records of Johnson County, Texas;

THENCE, South 00 degrees 18 minutes 08 seconds East, 365.18 feet (called South 00 degrees 17 minutes 29 seconds East, 369.15 feet) to a 3/8 inch steel pin found for a corner;

THENCE, North 89 degrees 50 minutes 22 seconds East, 265.64 feet (called North 89 degrees 50 minutes 52 seconds East, 265.50 feet) to a 1/2 inch steel pin found for a corner;

THENCE, North 00 degrees 17 minutes 15 seconds West, 365.18 feet (called North 00 degrees 17 minutes 29 seconds West, 369.15 feet) to a 1/2 inch steel pin found for a corner in the South line of Fourth Street;
THENCE, North 89 degrees 51 minutes 18 seconds East, along the South line of Fourth Street, 181.87 feet (called North 89 degrees 50 minutes 52 seconds East, 185.60 feet) to a 1/2 inch steel pin set for a corner;

THENCE, South 00 degrees 03 minutes 00 seconds West, 1339.21 feet to the PLACE OF BEGINNING and CONTAINING 18.129 acres of land.

I, Jerry F. Fox, Registered Professional Land Surveyor, No. 4009, certify that the above field notes were prepared from a survey made on the ground December 19, 1997.

Jerry F. Fox
Registered Professional Land Surveyor
No. 4009
FIELD NOTES
2.183 Acres

BEING a tract of land in the William Ray Survey, Abstract No. 730, Johnson County, Texas and being a part of a called 10.445 acre tract conveyed to Gary Merl Hume as recorded in Volume 1302, Page 748, Official Public Records of Johnson County, Texas.

BEGINNING at a 1/2 inch steel pin set being the Northeast corner of said called 10.445 acre tract;

THENCE, South 00 degrees 16 minutes 51 seconds East, 598.68 feet to a 1/2 inch steel pin found for a corner in the North line of U.S. Highway No. 67 and being the Northeast corner of a tract of land conveyed to the State of Texas as recorded in Volume 1577, Page 795, Official Public Records of Johnson County, Texas;

THENCE, South 65 degrees 02 minutes 17 seconds West, along the North line of said Highway, 165.08 feet to a 1/2 inch steel pin set for a corner;

THENCE, North 00 degrees 16 minutes 51 seconds West, 669.11 feet to a 1/2 inch steel pin set for a corner in the North line of said called 10.445 acre tract;

THENCE, South 89 degrees 42 minutes 36 seconds East, along said North line, 150.00 feet to the PLACE OF BEGINNING and CONTAINING 2.183 acres of land.

I, Jerry F. Fox, Registered Professional Land Surveyor, No. 4009, certify that the above field notes were prepared from a survey made on the ground December 19, 1997.

Jerry F. Fox
Registered Professional Land Surveyor
No. 4009
§ 157.200 GENERAL PURPOSE AND DESCRIPTION.

The Multi-Family Residential District is intended to provide for medium to higher density residential development. This district functions as a buffer or transition between major streets, non-residential areas or higher density residential areas and lower density residential areas. Density in this district shall not exceed 15 units per gross acre. Buildings are restricted to no more than two stories in height.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.201 PERMITTED USES.

A building or premise shall be used only for the following purposes:

(A) Three or more single-family attached dwelling units; provided that, no more than six dwelling units are attached per level or floor in one continuous row or group;

(B) A multi-family group:

(1) A multi-family dwelling must have a minimum living area as follows:

   (a) One bedroom or studio: 550 square feet;

   (b) Two bedroom: 700 square feet; and

   (c) Three bedroom: 900 square feet.

(2) The maximum number of occupants in a multi-family unit is two occupants per bedroom. Other state, federal or local codes/ordinances or laws may apply.

(3) Each multi-family building must be at least ten feet from other buildings or dwellings.

(4) The rear setback must be at least 20 feet.

(5) The garage or carport must have a setback of at least 15 feet in the front or ten feet in the rear.

(C) Every multi-family dwelling project shall have a minimum of 15% of the land for green space/playground area which includes the following specifications:

   (1) Area must be a minimum of 60% wide as it is long;

   (2) Must be an open area free of sidewalks, portable buildings, lakes or bogs;

   (3) Each five acres or portion of five acres requires a separate playground;

   (4) Dedicated paved public roads must be subtracted from total lot size before figuring green space/playground area; and

   (5) The green space/playground area must be a minimum of 75% grass with any remaining space covered with a permeable material.

(D) Other uses as listed in § 157.330.
§ 157.202 PERMITTED SPECIFIC USES.

The following specific uses shall be permitted when granted in accordance with §§ 157.365 and 157.366: uses as listed in § 157.330.

§ 157.203 HEIGHT AND AREA REGULATIONS.

See Appendix A, Area, Setback, Height and Coverage Regulations.

§ 157.204 PARKING REGULATIONS.

Three off-street parking spaces shall be provided per unit. Also see the city’s parking ordinance.

§ 157.205 REFUSE FACILITIES.

(A) Every dwelling unit in a multi-family complex shall be located within 250 feet of a refuse facility; measured along the designated pedestrian and vehicular travel way. There shall be available at all times at least six cubic yards of refuse container per 30 multi-family dwelling units. For complexes with less than 30 units, no less than four cubic yards of refuse container shall be provided.

(B) Each refuse facility shall be screened for view on three sides from persons standing at ground level on the site or immediately adjoining property, by an opaque fence or wall of wood or masonry not less than six feet or more than eight feet in height or by an enclosure within a building.

(C) Refuse containers shall be provided and maintained in a manner to satisfy city public health and sanitary regulations.

(D) Each refuse facility shall be located so as to provide safe and convenient pickup by refuse collection agencies.

§ 157.206 SCREENING FENCE.

(A) Border fencing of wood or masonry of not less than six feet in height shall be installed by the builder at the time of construction of any multi-family complex, along the property line on any perimeter not abutting a public street or right-of-way.

(B) This fence shall be maintained throughout the existence of the multi-family complex by the owner of the complex.

§ 157.207 SPECIAL FIRE PROTECTION REQUIREMENTS.
Whenever densities of greater than ten units per acre are present, each building in the
development shall, at the time of the construction and thereafter, be operated in accordance with
currently applicable Building and Fire Safety Codes.

(Ord. 2009-378A, passed 2-23-2009)
§ 157.295 GENERAL PURPOSE AND DESCRIPTION.

The Planned Development District “PD” prefix is intended to provide for combining and mixing of uses allowed in various districts with appropriate regulations and to permit flexibility in the use and design of land and buildings in situations where modification of specific provisions of this chapter is not contrary to its intent and purpose or significantly inconsistent with the planning on which it is based and will not be harmful to the community. A PD District may be used to permit new and innovative concepts in land utilization. While great flexibility is given to provide special restrictions which will allow development not otherwise permitted, procedures are established herein to insure against misuse of the increased flexibility.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.296 PERMITTED USES.

Any use specified in the ordinance granting a Planned Development District shall be permitted in that district. The size, location, appearance and method of operation may be specified to the extent necessary to insure compliance with the purpose of this chapter.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.297 DEVELOPMENT STANDARDS.

(A) Development standards for each separate PD District shall be set forth in the ordinance granting the PD District and may include but shall not be limited to uses, density, lot area, lot width, lot depth, yard depths and widths, building height, building elevations, coverage, floor area ratio, parking, access, screening, landscaping, accessory buildings, signs, lighting, management associations, and other requirements as the City Council may deem appropriate.

(B) In the PD District, the particular district(s) to which uses specified in the PD are most similar shall be stated in the granting ordinance. All PD applications shall list all requested variances from the standard requirements set forth throughout this chapter (applications without this list will be considered incomplete).

(C) The ordinance granting a PD District shall include a statement as to the purpose and intent of the PD granted therein. A specific list is required of variances in each district or districts and a general statement citing the reason for the PD request.

(D) The Planned Development District shall conform to all other sections of the ordinance unless specifically exempted in the granting ordinance.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.298 CONCEPTUAL AND DEVELOPMENT PLAN.

In establishing a Planned Development District, the City Council shall approve and file as part of the amending ordinance appropriate plans and standard for each Planned Development District. During the review and public hearing process, the City Council shall require a conceptual plan and a development plan (or detail site plan).
(A) Conceptual plan. This plan shall be submitted by the applicant. The plan shall show the applicant’s intent for the use of the land within the proposed Planned Development District in a graphic manner and shall be supported by written documentation of proposals and standards for development.

(1) A conceptual plan for residential land use shall show general use, thoroughfares and preliminary lot arrangements. For residential development which does not propose platted lots, the conceptual plan shall set forth the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas and other pertinent development data.

(2) A conceptual plan for uses other than residential uses shall set forth the land use proposals in a manner to adequately illustrate the type and nature of the proposed development. Data which may be submitted by the applicant, or required by the City Council, may include, but is not limited to, the types of use(s), topography and boundary of the PD area, physical features of the site, existing streets, alleys and easements, location of future public facilities, building heights and locations, parking ratios and other information to adequately describe the proposed development and to provide data for approval which is to be used in drafting the final development plan.

(3) Changes of detail which do not alter the basic relationship of the proposed development to adjacent property and which do not alter the uses permitted or increase the density, building height or coverage of the site and which do not decrease the off-street parking ratio, reduce the yards provided at the boundary of the site, or significantly alter the landscape plans as indicated on the approved conceptual plan may be authorized by the Building Official or his or her designated representative. If an agreement cannot be reached regarding whether or not a detail site plan conforms to the original concept plan, the City Council shall determine the conformity.

(B) Development plan or detailed site plan. This plan shall set forth the final plans for development of the Planned Development District and shall conform to the data presented and approved on the conceptual plan. Approval of the development plan shall be the basis for issuance of a building permit. The development plan may be submitted for the total area of the PD or for any section by the City Council. A public hearing on approval of the development plan shall be required at the Council level, unless a hearing is waived pursuant to division (A) above at the time of conceptual plan approval in the original amending ordinance. The development plan shall include:

(1) A site inventory analysis including a scale drawing of existing vegetation, natural water courses, creeks or bodies of water, and an analysis of planned changes in natural features as a result of the development. This should include a delineation of any flood prone areas;

(2) A scale drawing showing any proposed public or private streets and alleys; building sites or lots; and areas reserved as parks, parkways, playgrounds, utility easements, school sites, street widening and street changes; the points of ingress and egress from existing streets; general location and description of existing and proposed utility services, including size of water and sewer mains; the location and width for al curb cuts and the land area of all abutting sites and the zoning classification thereof on an accurate survey of the tract with the topographical contour interval of not more than five feet;
A site plan for proposed building complexes showing the location of separate buildings, and between buildings and property lines, street lines and alley lines. Also to be included on the site plan is a plan showing the arrangement and provision of off-street parking;

A landscape plan showing screening walls, ornamental planting, wooded areas and trees to be planted; and

An architectural plan showing elevations and signage style to be used throughout the development in all districts, except single-family and two-family may be required by the City Council if deemed appropriate. Any or all of the required information may be incorporated on a single drawing if the drawing is clear and can be evaluated by the Building Official or his or her designated representative.

(C) Procedure for establishment. The procedure for establishing a Planned Development District shall follow the procedure for zoning amendments as set forth in §§ 157.510 through 157.517. This procedure is expanded as follows for approval of conceptual and development plans.

(1) Separate public hearings shall be held by City Council for the approval of the conceptual plan and the development plan or any section of the development plan, unless the requirements are waived by the City Council upon a determination that a single public hearing is adequate. A single public hearing is adequate when:

(a) The applicant submits adequate data with the request for the Planned Development District to fulfill the requirements for both plans;

(b) Information on the concept plan is sufficient to determine the appropriate use of the land and the detail site plan will not deviate substantially from it; and

(c) The requirement is waived at the time the amending ordinance is approved. If the requirement is waived, the conditions shall be specifically stated in the amending ordinance.

(2) The ordinance establishing the Planned Development District shall not be approved until the conceptual plan is approved.

(3) The development plan may be approved in sections. When the plan is approved in sections, the separate approvals by the City Council for the initial and subsequent sections will be required.

(4) An initial development plan shall be submitted for approval within six months from the approval of the conceptual plan or some portion of the conceptual plan. If the development plan is not submitted within six months, the conceptual plan is subject to re-approval by the City Council. If the entire project is not completed within two years, the City Council may review the original conceptual plan to ensure its continued validity.

(5) Regardless of whether the public hearing is waived for the development plan, approval by the City Council is still required.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.299 WRITTEN REPORT MAY BE REQUIRED.
When a PD is being considered, a written report may be requested of the applicant discussing the impact on planning, engineering, water utilities, electric, sanitation, building inspection, tax, police, fire and traffic. Written comments from the applicable public school district and from private utilities may be submitted to the City Council.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.300 PLANNED DEVELOPMENTS TO BE RECORDED.

All Planned Development Districts approved in accordance with the provisions of this chapter in its original form, or by subsequent amendment thereto, shall be referenced on the Zoning District Map, and a list of the Planned Development Districts, together with the category of uses permitted therein, shall be maintained in an appendix of this chapter.

(Ord. 2009-378A, passed 2-23-2009)
March 8, 2019

Don Martin
Development Services
City of Keene
1000 N. Old Betsy Rd.
Keene, TX 76059

RE: Riva Keene

Dear Don,

As you are aware, we have submitted our Pre-Application to the TDHCA for Riva Keene. As such, we would like to fulfil our commitment to the City of Keene to amend the zoning from SF-2 to Planned Development to accommodate multi-family uses. Below is a list of Current PD regulations and proposed PD regulations for our site.

Regarding the parking spaces, our management company is telling us that 1.7 spaces per unit is the appropriate count. This results in 156 less spaces than the current zoning requirement. The reason we ask for this is to ensure that we can adequately park the development while being cognizant to not over-park the development in a way that encourages vehicle storage or empty parking that could otherwise be a part of open/green space. The TDHCA will not allow us to charge extra for garages, so there is no way for us to recoup the cost for garages. It is more advantageous for us to place our cost in developing the units and amenities toward the best Class A construction as possible.

We are willing to further restrict all the multifamily portion of the existing PD with the increased restrictions below. We hope that this effort continues to display our efforts to be fully transparent and consistent with the City of Keene and we look forward to working together to construct this high quality housing.

Proposed Amendments to the PD concerning the MF Multi-family Residential District

<table>
<thead>
<tr>
<th>Item #</th>
<th>CURRENT REGULATIONS</th>
<th>PROPOSED REGULATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>157.200 Maximum building height</td>
<td>2 stories maximum</td>
<td>3 stories maximum</td>
</tr>
<tr>
<td>157.201 (A)</td>
<td>no more than 6 dwelling units attached per level</td>
<td>no more than 10 dwelling units attached per level</td>
</tr>
<tr>
<td>157.201 (C) 3</td>
<td>Each five acres or portion of five acres requires a separate playground</td>
<td>One playground provided</td>
</tr>
<tr>
<td>157.201 (C) 5</td>
<td>The green space/playground area must be a minimum of 75% grass with any remaining space covered with a permeable material</td>
<td>The green space/playground area must be a minimum of 75% grass</td>
</tr>
<tr>
<td>157.204 Parking Regulation</td>
<td>Three off-street parking spaces shall be provided per unit Total = 360 Spaces</td>
<td>Reduce overall parking requirement to 1.7 spaces per unit Total = 204 Spaces</td>
</tr>
<tr>
<td>Required Unit Amenities</td>
<td>None Required</td>
<td>1. Granite Countertops</td>
</tr>
</tbody>
</table>
In addition to the changes above, we would like to attach the current conceptual site plan to this PD amendment concerning the 9.386 acres. While this site plan is not a final construction ready site plan and may shift slightly due to engineering and final planning, it is conceptually complete and will not change dramatically. This pre-approval of our site plan will save valuable time as we move forward with our permitting process. Please call our Scott Johnson at 972-774-4450 with any questions.

Thank you.

Jennifer Grabham
Authorized Representative
Riva Keene, Ltd.
C/O John Shackelford
Shackelford, Bowen, McKinley & Norton, LLP
9201 N. Central Expressway
Fourth Floor
Dallas, TX 75231
# Riva Keene Apartments

## Building Summary

<table>
<thead>
<tr>
<th>Building Type</th>
<th>Number of Buildings</th>
<th>CMA</th>
<th>SFA</th>
<th>BMA</th>
<th>SFA</th>
<th>Total</th>
<th>LPFA</th>
<th>Eligible</th>
<th>Excluded</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
<td>6</td>
<td>12</td>
<td>6</td>
<td>12</td>
<td>12</td>
<td>1800</td>
<td>360</td>
<td>120</td>
</tr>
<tr>
<td>Total</td>
<td>4</td>
<td>24</td>
<td>24</td>
<td>24</td>
<td>24</td>
<td>24</td>
<td>5400</td>
<td>720</td>
<td>1080</td>
</tr>
</tbody>
</table>

* Refer to site plan for accessible unit distribution

** Net Building Area is the total building area that is available to the tenant and is subject to code by architectural, structural, and mechanical systems. Net Building Area is measured to the outside of the external walls of the building. The total square footage of all units that are part of the building is the Gross Building Area. This does not include common areas, e.g., hallways, elevators, stairs, etc. The Building Area for each unit is calculated using the Gross Building Area of the building and the percentage of the total floor area that is assigned to the unit.

** Building and site area within the surrounding commercial or industrial areas and the required distance of 100' from the property line are not considered in the buildings and site area calculations.

## TDHCA Design and Amenity Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Compliant</th>
<th>Non-Compliant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Common Areas</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>- Outdoor Recreational Area</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>- Common areas other than outdoor recreation</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>- Exercise area</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>- Daylight</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>- Adjacency to Common Areas</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>- Accessible parking</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>- Food service</td>
<td>100%</td>
<td>0%</td>
</tr>
</tbody>
</table>

## Code of Ordinances

- 2009 International Building Code With Local Amendments
- 2009 International Fire Code With Local Amendments
- 2009 International Plumbing Code With Local Amendments
- 2009 International Fuel Gas Code With Local Amendments
- 2009 International Mechanical Code With Local Amendments
- 2012 National Electrical Code With Local Amendments
- Fair Housing Accessibility Guidelines
- ICC / ANSI A117.1-2009
- IPA
- 2010 ADA Standards for Accessible Design
- 2012 Texas Accessibility Standards

## Location

![Location Map](image-url)

## Project Contact Information

**Owner/Developer:**
- Address: 1201 East Routh Street, Dallas, TX 75202
- Contact: (214) 880-8250

**Architect:**
- Address: 1201 East Routh Street, Dallas, TX 75202
- Contact: (214) 880-8250

**Other Information:**
- Project No.: A0-00
- Date: 02-27-19
- Project No.: 18271
- Sheet No.: 00

---

*Note: The diagrams and tables are not transcribed due to the nature of the content and the requirement for natural reading.*
SUBJECT: Discussion and possible action regarding the Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development.

1. BACKGROUND/HISTORY

This property is currently zoned “SF-3” Single Family and the structures currently do not meet the zoning and are considered legal non-conforming. These structures were built in 1969 and 1970. At the time that the Comprehensive Plan was developed, SF-3 was the closest zoning available for this property.

2. FINDINGS/CURRENT ACTIVITY

For the property to meet zoning, staff is proposing to change the zoning to “PD” Planned Development. Property is located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. The entire property is 43,182.96 sq. ft. which is just under an acre (43,560 sq. ft.). The Planning and Zoning Commission heard this case on April 15, 2019. The Commission recommended approval 4-0-0.

<table>
<thead>
<tr>
<th>Existing Zoning</th>
<th>“SF-3”</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Zoning</td>
<td>“PD”</td>
</tr>
<tr>
<td>Land Use Designation</td>
<td>Single Family</td>
</tr>
<tr>
<td>Gross/Net Acreage</td>
<td>43,182.96 sq. ft.</td>
</tr>
<tr>
<td>Description</td>
<td>Specification</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Lot Area (square feet) minimum</td>
<td>2,800 sq. ft. per lot</td>
</tr>
<tr>
<td>Total Building Floor Area (Gross)</td>
<td>700 sq. ft – 1,300 sq. ft. per house</td>
</tr>
<tr>
<td>Building Height/Number of Stories maximum</td>
<td>35-ft.</td>
</tr>
<tr>
<td>Total Parking Required</td>
<td>1.5 per house</td>
</tr>
<tr>
<td>Side/front/back setbacks</td>
<td>5-ft./9-ft./9-ft.</td>
</tr>
</tbody>
</table>

3. **FINANCIAL IMPACT**  
   No financial impact to the City.

4. **ACTION OPTIONS/RECOMMENDATION**  
   - Conduct a public hearing.
   - Consider approval of a zoning change.

5. **ENCLOSURES**  
   - Vicinity Map
   - Legal Ad
   - Letter to residents within 200-ft.
   - Draft Ordinance
   - PD regulations
   - SF-3 regulations
   - Site pictures
ORDINANCE NO. 2019-592

AN ORDINANCE OF THE CITY OF KEENE, TEXAS, AMENDING CHAPTER 157, "ZONING", OF THE CITY OF KEENE CODE OF ORDINANCES BY REZONING A CERTAIN TRACT OR TRACTS OF LAND WITHIN THE CITY OF KEENE, TEXAS, BEING LEGALLY DESCRIBED AS BLOCK 1, LOTS 1-7 OF THE FIRESIDE VILLAGE ADDITION AND BLOCK 2, LOTS 1-6 OF THE FIRESIDE VILLAGE ADDITION, KEENE, JOHNSON COUNTY, TEXAS BEING APPROXIMATELY 43,182.96 SQUARE FEET, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT “A” FROM “SF-3” SINGLE FAMILY TO “PD” PLANNED DEVELOPMENT, AS DEPICTED ON THE APPROVED SITE PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT “B”, SUBJECT TO TO THE SPECIFIC REQUIREMENTS CONTAINED IN THIS ORDINANCE; CORRECTING THE OFFICIAL ZONING MAP; AMENDING THE CITY’S COMPREHENSIVE PLAN; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A PENALTY FOR VIOLATIONS HEREOF; AND REPEALING CONFLICTING ORDINANCES.

WHEREAS, the City of Keene, Texas 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 Texas Local Government Code; and,

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has the authority to adopt a zoning ordinance and map regulating the location and use of buildings, other structures and land for business, industrial, residential and other purposes, and to amend said ordinance and map for promoting the public health, safety, morals and general welfare, all in accordance with a plan; and,

WHEREAS, the hereinafter described property is currently zoned as “SF-3” Single Family under the City’s Zoning Ordinance; and,

WHEREAS, a change in the zoning classification of said property was deemed necessary for the purpose of the legal non-conforming structures owned and located on said property; and,

WHEREAS, the City of Keene Council and the Planning & Zoning Commission of the City of Keene, in compliance with the laws of the State of Texas and the ordinances of the City of Keene, have given the required notices and held the required public hearings and afforded a full and fair hearing to all property owners generally and to all persons interested in and situated in the affected area and in the vicinity thereof regarding the requested rezoning and comprehensive plan amendment described herein; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning & Zoning Commission and any other information and materials received at the public hearing, the City Council of the, City of Keene, Texas, has determined that the zoning request and
comprehensive plan amendment would be in the interest of public health, safety and welfare of the citizens of the City of Keene.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KEENE, TEXAS;

SECTION 1. INCORPORATION OF PREMISES. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2. ZONING AMENDMENT. That Chapter 157 of the Keene Code of Ordinances, the same being the Comprehensive Zoning Ordinance of the City of Keene, as amended, is hereby amended by so that the permitted uses in the hereinafter described areas be altered, changed and amended as shown and described below:

BEING LEGALLY DESCRIBED AS BLOCK 1, LOTS 1-7 OF THE FIRESIDE VILLAGE ADDITION AND BLOCK 2, LOTS 1-6 OF THE FIRESIDE VILLAGE ADDITION, KEENE, JOHNSON COUNTY, TEXAS BEING APPROXIMATELY 43,182.96 SQUARE FEET, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT “A” FROM “SF-3” SINGLE FAMILY TO “PD” PLANNED DEVELOPMENT, AS DEPICTED ON THE APPROVED SITE PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT “B”, and subject to the following conditions:

- 35-ft. maximum height
- 1,300 maximum square footage
- 700 minimum square footage
- 1.5 parking space per lot
- 2,800 minimum square footage lot area
- 5-ft. Side yard setback
- 9-ft Front yard setback
- 9-ft. Back yard setback

SECTION 3. COMPREHENSIVE PLAN AMENDMENT. That the City’s comprehensive plan and accompanying map, as adopted in Section 150.03 of the Keene Code of Ordinances, is hereby amended to reflect the zoning change authorized by this Ordinance, and City staff is hereby directed and authorized to update the City’s comprehensive plan and accompanying map to implement the approved changes.

SECTION 4. SAVINGS. This Ordinance shall be cumulative of all other ordinances of the City of Keene, and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance; provided, however, that any complaint, notice, action, cause of action, or claim which prior to the effective date of this Ordinance has been initiated or has arisen under or pursuant to such other ordinance(s) shall continue to be governed by the provisions of that ordinance or those ordinances, and for that purpose that ordinance or those ordinances shall be deemed to remain and shall continue in full force and effect.
SECTION 5. MAP. The official zoning map of the City of Keene shall be amended to reflect the change in zoning made by this Ordinance.

SECTION 6. PENALTY. Any person, firm, or corporation violating any of the provision of this Ordinance shall be punished by a penalty of a fine not to exceed the sum of Two Thousand Dollars ($2,000) for each offense and each and every day such offense shall continue shall be deemed to constitute a separate offense.

SECTION 7. SEVERABILITY. The sections, paragraphs, sentences, phrases, and words of this Ordinance are severable, and If any section or provision of this ordinance or the application of that section or provision to any person, firm, corporation, situation or circumstance is for any reason judged invalid or unconstitutional, the adjudication shall not affect any other section or provision of this ordinance or the application of any other section or provision to any person, firm, corporation, situation or circumstance, nor shall adjudication affect any other section or provision of the Comprehensive Zoning Ordinance of the City of Keene, Texas, and/or the City’s comprehensive plan, and the City Council hereby declares that it would have adopted the valid portions and applications of the Ordinance without the valid parts and to this end the provisions of this Ordinance shall remain in full force and effect.

SECTION 8. REPEALER. That all ordinances of the City of Keene in conflict with the provisions of this Ordinance be and the same are hereby repealed to the extent of that conflict.

SECTION 9. EFFECTIVE DATE. This Ordinance shall be in full force from its passage and publication as required by law, or on April 25, 2019, whichever is later, and it is so ordained.

PASSED AND APPROVED on the _______ day of __________, 2019.

______________________________
Mayor, Gary Heinrich

ATTEST:

______________________________
City Secretary, Holly Owens, TRMC

APPROVED AS TO FORM AND LEGALITY:
City Attorney, Robert Brown

DATE: ______________________
ADOPTED: __________________
EFFECTIVE: __________________
ITEM #11
April 5, 2019

Since the tax roll indicate you are a property owner within 200 feet of the property requesting the zoning change, you are being notified of these public hearings and are invited to attend the scheduled public hearings to voice your support or opposition to this request.

RE: Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development.

The Planning and Zoning Commission for the City of Keene will hold a public hearing scheduled for Monday, April 15, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031.

City Council for the City of Keene will hold a public hearing scheduled for Thursday, April 25, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031.

Any questions or requests for accommodations or interpretative services for these meetings must be made 48 hours in advance for the meeting. Call 1-817-641-3336, Ext 110 or email citysecretary@keenetx.com.

X

Holly Owens
City Secretary
<table>
<thead>
<tr>
<th>Owner Name</th>
<th>Property Location</th>
<th>Geo Account #</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Religious Town Hall</td>
<td>207 S. Old Betsy Rd.</td>
<td>126.0890.00060</td>
</tr>
<tr>
<td>P.O. Box 588</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jesus Palomares</td>
<td>Lot 1, 1A Val Verde Villa</td>
<td>126.3678.00010</td>
</tr>
<tr>
<td>7936 June Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alvarado, TX. 76009</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Mizher</td>
<td>225 Val Verde Cir.</td>
<td>126.3600.00040</td>
</tr>
<tr>
<td>225 W. Val Verde Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Adams</td>
<td>223 W. Val Verde Cir.</td>
<td>126.3600.00020</td>
</tr>
<tr>
<td>2206 Savannah Ct.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cleburne, TX. 76033</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pastor L Mejia</td>
<td>211 Val Verde Cir.</td>
<td>126.3600.02950</td>
</tr>
<tr>
<td>211 S. Val Verde Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emelia Davis</td>
<td>206 Val Verde Cir.</td>
<td>126.3600.02850</td>
</tr>
<tr>
<td>P.O. Box 871</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WSKO Holdings LLC.</td>
<td>208 W. Val Verde Cir.</td>
<td>126.3600.02870</td>
</tr>
<tr>
<td>2912 Sappington PL. Ste. 100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ft. Worth, TX. 76116</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner Name</td>
<td>Property Location</td>
<td>Geo Account #</td>
</tr>
<tr>
<td>---------------------</td>
<td>-----------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>WSKO Holdings LLC.</td>
<td>212 W. Val Verde Cir.</td>
<td>126.3600.02871</td>
</tr>
<tr>
<td>2912 Sappington Pl. Ste. 100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fort Worth, TX. 76116</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arthur Loignon</td>
<td>214 W. Val Verde Cir.</td>
<td>126.3600.2880</td>
</tr>
<tr>
<td>2213 Williamson Rd.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grandbury, TX. 76048</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Isaac Anjejo</td>
<td>216 W. Val Verde Cir.</td>
<td>126.3600.02920</td>
</tr>
<tr>
<td>216 W. Val Verde Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jenifer Justice</td>
<td>218 W. Val Verde Cir.</td>
<td>126.3600.02930</td>
</tr>
<tr>
<td>218 W. Val Verde Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anne Giddings</td>
<td>220 W. Val Verde Cir.</td>
<td>126.3600.02940</td>
</tr>
<tr>
<td>303 E. Fourth St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robert Reilly</td>
<td>222 Val Verde Cir.</td>
<td>126.3600.00010</td>
</tr>
<tr>
<td>222 W. Val Verde Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ivan Huerta</td>
<td>224 W. Val Verde Cir.</td>
<td>126.3600.00030</td>
</tr>
<tr>
<td>224 W. Val Verde Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner Name</td>
<td>Property Location</td>
<td>Geo Account #</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-----------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Bree Hill Properties Lp</td>
<td>101 Fireside Village Dr.</td>
<td>126.0890.00082</td>
</tr>
<tr>
<td>1235 Haven Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Southlake, TX. 76092</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American Religious Town Hall</td>
<td>207 S. Old Betsy Rd.</td>
<td>126.0890.00060</td>
</tr>
<tr>
<td>P.O. Box 588</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spiritmaster Funding X LLC.</td>
<td>301 S. Old Betsy Rd.</td>
<td>126.3625.00020</td>
</tr>
<tr>
<td>624 W. University Dr. PMB 221</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Denton, TX. 76201</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pinnacle Bank</td>
<td>309 S. Old Betsy Rd.</td>
<td>126.3625.00010</td>
</tr>
<tr>
<td>P.O. Box 676</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Warren Findley</td>
<td>224 W. Fourth St.</td>
<td>126.0890.00080</td>
</tr>
<tr>
<td>224 W. Fourth St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Naveen Lazarus</td>
<td>216 W. Fourth St.</td>
<td>126.3600.00070</td>
</tr>
<tr>
<td>1997 Michael Tiago Cir.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maitland, Fl. 32751</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leticia Chavez</td>
<td>306 S. Mockingbird Ln</td>
<td>126.3600.00080</td>
</tr>
<tr>
<td>306 S. Mockingbird Ln.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner Name</td>
<td>Property Location</td>
<td>Geo Account #</td>
</tr>
<tr>
<td>------------------</td>
<td>-------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Janet Allen</td>
<td>212 Fireside Village</td>
<td>126.3628.00080</td>
</tr>
<tr>
<td>1042 E. State RD.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>La Porte, IN. 463509</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aurea Ramos</td>
<td>214 Fireside Village</td>
<td>126.3628.00090</td>
</tr>
<tr>
<td>214 Fireside Village Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pamela Smith</td>
<td>216 Fireside Village</td>
<td>126.3628.00100</td>
</tr>
<tr>
<td>216 Fireside Village Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Willard Robinson</td>
<td>218 Fireside Village</td>
<td>126.3628.00110</td>
</tr>
<tr>
<td>218 Fireside Village Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jennifer Philbin</td>
<td>220 Fireside Village</td>
<td>126.3628.00120</td>
</tr>
<tr>
<td>220 Fireside Village Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Juan Rodriquez</td>
<td>222 Fireside Village</td>
<td>126.3628.00130</td>
</tr>
<tr>
<td>222 Fireside Village Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roger Ackerman</td>
<td>223 Fireside Village</td>
<td>126.3628.00070</td>
</tr>
<tr>
<td>301 E. Fourth ST.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner Name</td>
<td>Property Location</td>
<td>Geo Account #</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Roger Ackerman</td>
<td>221 Fireside Village</td>
<td>126.3628.00060</td>
</tr>
<tr>
<td>301 E. Fourth St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Israel Williams</td>
<td>219 Fireside Village</td>
<td>126.3628.00050</td>
</tr>
<tr>
<td>111 E. First St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opportunity Real Estate</td>
<td>217 Fireside Village</td>
<td>126.3628.00040</td>
</tr>
<tr>
<td>5316 Lubbock Ave.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fort Worth, TX. 76133</td>
<td></td>
<td></td>
</tr>
<tr>
<td>213 Fireside Series</td>
<td>213 Fireside Village</td>
<td>126.3628.00020</td>
</tr>
<tr>
<td>601 W. Fourth St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>211 Fireside Series</td>
<td>211 Fireside Village</td>
<td>126.3628.00010</td>
</tr>
<tr>
<td>601 W. Fourth St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wesley Jobe</td>
<td>215 Fireside Village</td>
<td>126.3628.00030</td>
</tr>
<tr>
<td>215 Fireside Village Dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Legal Notice of Public Hearing The Planning and Zoning Commission for the City of Keene will hold a public hearing scheduled for Monday, April 15, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. City Council for the City of Keene will hold a public hearing scheduled for Thursday, April 25, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. The Planning and Zoning Commission is a recommending body only. The City Council is authorized to approve or deny the request. Any interested person will be allowed to appear and speak at the public hearings.


RE: Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development.

RE: Special Use Permit for Keene Spanish Seventh Day Adventist Church located at 304 W Us-67, Keene, Texas. Keene Spanish Seventh Day Adventist Church is requesting a Special Use Permit for a digital sign.

RE: Discuss and change sections of the City Charter §72.05 Manner of Parking and §72.13 Recreational Vehicles. Any questions or requests for accommodations or interpretative services for these meetings must be made 48 hours in advance for the meeting. Call 1-817-641-3336 ext. 110 or ask for the City Secretary, Holly Owens.
PD - PLANNED DEVELOPMENT DISTRICT

§ 157.295 GENERAL PURPOSE AND DESCRIPTION.

The Planned Development District “PD” prefix is intended to provide for combining and mixing of uses allowed in various districts with appropriate regulations and to permit flexibility in the use and design of land and buildings in situations where modification of specific provisions of this chapter is not contrary to its intent and purpose or significantly inconsistent with the planning on which it is based and will not be harmful to the community. A PD District may be used to permit new and innovative concepts in land utilization. While great flexibility is given to provide special restrictions which will allow development not otherwise permitted, procedures are established herein to insure against misuse of the increased flexibility.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.296 PERMITTED USES.

Any use specified in the ordinance granting a Planned Development District shall be permitted in that district. The size, location, appearance and method of operation may be specified to the extent necessary to insure compliance with the purpose of this chapter.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.297 DEVELOPMENT STANDARDS.

(A) Development standards for each separate PD District shall be set forth in the ordinance granting the PD District and may include but shall not be limited to uses, density, lot area, lot width, lot depth, yard depths and widths, building height, building elevations, coverage, floor area ratio, parking, access, screening, landscaping, accessory buildings, signs, lighting, management associations, and other requirements as the City Council may deem appropriate.

(B) In the PD District, the particular district(s) to which uses specified in the PD are most similar shall be stated in the granting ordinance. All PD applications shall list all requested variances from the standard requirements set forth throughout this chapter (applications without this list will be considered incomplete).

(C) The ordinance granting a PD District shall include a statement as to the purpose and intent of the PD granted therein. A specific list is required of variances in each district or districts and a general statement citing the reason for the PD request.

(D) The Planned Development District shall conform to all other sections of the ordinance unless specifically exempted in the granting ordinance.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.298 CONCEPTUAL AND DEVELOPMENT PLAN.

In establishing a Planned Development District, the City Council shall approve and file as part of the amending ordinance appropriate plans and standard for each Planned Development District. During the review and public hearing process, the City Council shall require a conceptual plan and a development plan (or detail site plan).
(A) **Conceptual plan.** This plan shall be submitted by the applicant. The plan shall show the applicant’s intent for the use of the land within the proposed Planned Development District in a graphic manner and shall be supported by written documentation of proposals and standards for development.

(1) A conceptual plan for residential land use shall show general use, thoroughfares and preliminary lot arrangements. For residential development which does not propose platted lots, the conceptual plan shall set forth the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas and other pertinent development data.

(2) A conceptual plan for uses other than residential uses shall set forth the land use proposals in a manner to adequately illustrate the type and nature of the proposed development. Data which may be submitted by the applicant, or required by the City Council, may include, but is not limited to, the types of use(s), topography and boundary of the PD area, physical features of the site, existing streets, alleys and easements, location of future public facilities, building heights and locations, parking ratios and other information to adequately describe the proposed development and to provide data for approval which is to be used in drafting the final development plan.

(3) Changes of detail which do not alter the basic relationship of the proposed development to adjacent property and which do not alter the uses permitted or increase the density, building height or coverage of the site and which do not decrease the off-street parking ratio, reduce the yards provided at the boundary of the site, or significantly alter the landscape plans as indicated on the approved conceptual plan may be authorized by the Building Official or his or her designated representative. If an agreement cannot be reached regarding whether or not a detail site plan conforms to the original concept plan, the City Council shall determine the conformity.

(B) **Development plan or detailed site plan.** This plan shall set forth the final plans for development of the Planned Development District and shall conform to the data presented and approved on the conceptual plan. Approval of the development plan shall be the basis for issuance of a building permit. The development plan may be submitted for the total area of the PD or for any section by the City Council. A public hearing on approval of the development plan shall be required at the Council level, unless a hearing is waived pursuant to division (A) above at the time of conceptual plan approval in the original amending ordinance. The development plan shall include:

(1) A site inventory analysis including a scale drawing of existing vegetation, natural water courses, creeks or bodies of water, and an analysis of planned changes in natural features as a result of the development. This should include a delineation of any flood prone areas;

(2) A scale drawing showing any proposed public or private streets and alleys; building sites or lots; and areas reserved as parks, parkways, playgrounds, utility easements, school sites, street widening and street changes; the points of ingress and egress from existing streets; general location and description of existing and proposed utility services, including size of water and sewer mains; the location and width for al curb cuts and the land area of all abutting sites and the zoning classification thereof on an accurate survey of the tract with the topographical contour interval of not more than five feet;
A site plan for proposed building complexes showing the location of separate buildings, and between buildings and property lines, street lines and alley lines. Also to be included on the site plan is a plan showing the arrangement and provision of off-street parking;

A landscape plan showing screening walls, ornamental planting, wooded areas and trees to be planted; and

An architectural plan showing elevations and signage style to be used throughout the development in all districts, except single-family and two-family may be required by the City Council if deemed appropriate. Any or all of the required information may be incorporated on a single drawing if the drawing is clear and can be evaluated by the Building Official or his or her designated representative.

Procedure for establishment. The procedure for establishing a Planned Development District shall follow the procedure for zoning amendments as set forth in §§ 157.510 through 157.517. This procedure is expanded as follows for approval of conceptual and development plans.

(1) Separate public hearings shall be held by City Council for the approval of the conceptual plan and the development plan or any section of the development plan, unless the requirements are waived by the City Council upon a determination that a single public hearing is adequate. A single public hearing is adequate when:

(a) The applicant submits adequate data with the request for the Planned Development District to fulfill the requirements for both plans;

(b) Information on the concept plan is sufficient to determine the appropriate use of the land and the detail site plan will not deviate substantially from it; and

(c) The requirement is waived at the time the amending ordinance is approved. If the requirement is waived, the conditions shall be specifically stated in the amending ordinance.

(2) The ordinance establishing the Planned Development District shall not be approved until the conceptual plan is approved.

(3) The development plan may be approved in sections. When the plan is approved in sections, the separate approvals by the City Council for the initial and subsequent sections will be required.

(4) An initial development plan shall be submitted for approval within six months from the approval of the conceptual plan or some portion of the conceptual plan. If the development plan is not submitted within six months, the conceptual plan is subject to re-approval by the City Council. If the entire project is not completed within two years, the City Council may review the original conceptual plan to ensure its continued validity.

(5) Regardless of whether the public hearing is waived for the development plan, approval by the City Council is still required.

§ 157.299 WRITTEN REPORT MAY BE REQUIRED.
When a PD is being considered, a written report may be requested of the applicant discussing the impact on planning, engineering, water utilities, electric, sanitation, building inspection, tax, police, fire and traffic. Written comments from the applicable public school district and from private utilities may be submitted to the City Council.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.300 PLANNED DEVELOPMENTS TO BE RECORDED.

All Planned Development Districts approved in accordance with the provisions of this chapter in its original form, or by subsequent amendment thereto, shall be referenced on the Zoning District Map, and a list of the Planned Development Districts, together with the category of uses permitted therein, shall be maintained in an appendix of this chapter.

(Ord. 2009-378A, passed 2-23-2009)
§ 157.110 GENERAL PURPOSE AND DESCRIPTION.

The Single-Family Residential District - 3 is intended to provide for high density single-family residential development. This district functions as a buffer or transition between major streets, non-residential areas and lower density residential areas. Density in this district not to exceed 4.25 dwellings per acre.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.111 PERMITTED USES.

A building or premise shall be used only for the following purposes: uses as listed in § 157.330.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.112 PERMITTED SPECIFIC USES.

The following specific uses shall be permitted in an SF-3 district, when granted in accordance with §§ 157.365 and 157.366: uses as listed in § 157.330.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.113 HEIGHT AND AREA REGULATIONS.

See Appendix A, Area, Setback, Height and Coverage Regulations.

(Ord. 2009-378A, passed 2-23-2009)

§ 157.114 PARKING REGULATIONS.

A minimum of two covered, enclosed parking spaces shall be provided per unit behind the front yard line. Also see the city’s parking ordinance.

(Ord. 2009-378A, passed 2-23-2009)
ITEM #13

City Council
Agenda Item Report
April 25, 2019

Contact – Don Martin
dmartin@keenetx.com
817-641-3336, ext. 109

SUBJECT: Discussion and possible and possible action to amend Title VII: Traffic Codes, specifically, Chapter 72: Parking Rules.

1. BACKGROUND/HISTORY

Council passed Ordinance 2009-389 to set general provisions for off-street parking and Ordinance 2011-430 to include paving requirements.

2. FINDINGS/CURRENT ACTIVITY

Residents have shown an interest in being able to park vehicles on their personal property on surfaces other than concrete or asphalt for the purpose of selling a personal vehicle. The Planning and Zoning Commission heard this case on April 15, 2019. The Commission recommends approval 3-1-0, Phillip Jackson against.

3. FINANCIAL IMPACT

No financial impact to the City.

4. ACTION OPTIONS/RECOMMENDATION

• Hold a public hearing
• Make a recommendation regarding the amendment to the Charter.

5. ENCLOSURES

• Draft Ordinance
• Ordinance 2011-430 (existing ordinance)
• Ordinance 2009-389 (existing ordinance)
• Chapter 72.02
• Chapter 72.13
• Legal Ad
ORDINANCE 2019-593

THE GENERAL DEVELOPMENT ORDINANCE AMENDING TITLE VII OF THE KEENE CODE OF ORDINANCES, “TRAFFIC CODES”, SPECIFICALLY, CHAPTER 72: PARKING RULES AND CONTAINING A SAVINGS CLAUSE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; BY REVISING THE ORDINANCE AND DECLARING ALLOWABLE OFF-STREET PARKING.

WHEREAS, the City of Keene, Texas is a Home Rule City chartered under the laws of the State of Texas and Article XI, Section 5, of the Texas Constitution, acting by and through its duly elected council members; and

WHEREAS, the City of Keene has heretofore adopted the Traffic Code Ordinance codified in Title VII of the Keene Code of Ordinances, as amended; and

WHEREAS, the City Council of the City of Keene does hereby deem it advisable and necessary to amend the Traffic Code ordinance authorizing and ratifying establishment the ordinance within the corporate limits of the City of Keene, Texas;

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

Chapter 72.02 MANNER OF PARKING.

(A) An operator who stops or parks on a two-way roadway shall do so with the right-hand wheels of the vehicle parallel to and within 18 inches of the right-hand curb or edge of the roadway.

(B) An operator who stops or parks on a one-way roadway shall stop or park the vehicle parallel to the curb or edge of the roadway in the direction of authorized traffic movement with the right-hand wheels within 18 inches of the curb or edge of roadway. This division does not apply where a local ordinance otherwise regulates stopping or parking on the one-way roadway.

(C) The Chief of police, with approval of the City Council shall determine upon which streets angle parking shall be permitted and shall mark or sign such streets, but such angle parking shall not be indicated upon any federal-aid or state highway within this city unless the District Engineer with the Texas Department of Transportation has determined that the roadway is of sufficient width to permit angle parking without interfering with the free movement of traffic.

(D) Angle parking shall not be indicated or permitted at any place where passing traffic would thereby be caused or required to drive upon the left side of the street.

(E) Upon those streets which have been signed or marked for angle parking, no person shall park or stand a vehicle other than at the angle to the curb or edge of the roadway indicated by such signs or markings. Whenever parking spaces are marked by lines on the pavement, whether for parallel or angle parking, a vehicle must be parked entirely within the lines of the parking space.

(F) (1) The parking, storing or standing of an inoperable vehicle shall be prohibited, including those vehicles that vehicle licenses, state inspection sticker, or insurance have expired.
(2) The parking, standing or storage of any vehicle in the front yard, side yard, rear yard, or side yard adjacent to a street shall be prohibited.

(G) The following are exceptions:

(1) (a) A vehicle may be parked or stored in the front yard, rear yard, side yard adjacent to a street or side yard provided it is parked on a hard-paved surface, not defined as a driveway, of concrete at least of sufficient size to accommodate the horizontal area projected by the extreme limits of the vehicle. A vehicle may be parked or stored on an unpaved surface in the side yard, side yard adjacent to a street or rear yard provided it is screened from public view by a six-foot high solid fence. (See General Development Ord., Section 1-92. PAVING, “Driveways.”)

(b) All parking spaces constructed for this purpose shall be constructed with a driveway adjoining an existing on-site driveway or with a driveway and approach adjoining a public right-of-way. All screening fences constructed for this purpose shall comply with setbacks contained in Chapter 157.

(2) Properties that do not have an existing concrete driveway as of the effective date of this chapter shall be exempted from this requirement. In the event of a major driveway modification a concrete driveway is required.

(3) Each single-family or two-family residence may park or store not more than one inoperable vehicle that is awaiting repair for a period not to exceed 15 days, unless extension approved by the Code Enforcement Officer. Any vehicle with body damage must be covered by a commercially available car cover, designed for make and model of damaged vehicle.

(4) Lots within commercially zoned districts, vehicles including recreational vehicles, boats, trailers, watercraft vehicles, and the like, that are for the purpose of selling may be allowed to display such vehicles on an all-weatherable surface that is dust free and contained on the property to include but not limited to crushed granite, decomposed granite, gravel and the like, subject to approval from the City.

The owner of the property may be allowed to sell no more than two (2) vehicles at any time within thirty (30) days on no more than two (2) separate occasions during a 12-month period. A permit, at no cost to the property owner, shall be required prior to placement of the vehicles for sale.

(5) Lots within residentially zoned districts under two (2) acres, vehicles including recreational vehicles, boats, trailers, watercraft vehicles, and the like, that are for the purpose of selling may be allowed to display such vehicles on an all-weatherable surface that is dust free and contained on the property to include but not limited to crushed granite, decomposed granite, gravel and the like, subject to approval from the City. Lots equal to or greater than two (2) acres shall be exempt from the all-weatherable surface requirements.

The owner of the property may be allowed to sell no more than two (2) vehicles at any time within thirty (30) days on no more than two (2) separate occasions during a 12-month period. A permit, at no cost to the property owner, shall be required prior to placement of the vehicles for sale. Proof of residency must be established at the time to the permit is issued.

72.13 RECREATIONAL VEHICLES.
(A) General regulations.

(1) Definition. See section § 72.01.

(2) The vehicle shall not block any pedestrian walkway, fire hydrant or fire lane.

(3) The vehicle shall be for personal use only.

(4) Unless otherwise provided, no recreational vehicles may be parked in an area or such a manner that any vegetation touches the frame of the vehicle.

(B) Recreational storage.

(1) It shall be illegal for person or persons to park or to allow being parked on any property under his or her control any recreational vehicle on any portion of a front lawn of any area which is zoned a residential district or on any premises which are used for one-family, two-family or multi-family dwelling purposes unless:

   (a) The area is a part of a required driveway that provides access to a garage, carport or off-street parking area required by Chapter 157; or

   (b) The area is part of a side or rear yard, with concrete pad or runners.

(2) No more that two recreational vehicles may be parked pursuant to division (B)(1)(a) and (b) above, unless such excess (more than two) vehicles are parked in area which is part of a side or rear yard, which is enclosed by a screening fence, of at least six feet in height, constructed so as to totally block the view into said area.

(C) Recreational parking.

(1) No recreational vehicle shall be for living, sleeping, office or housekeeping purposes in any district except for the temporary housing of guest not to exceed more than 15 days per occurrence with no more than three occurrences per 12 months, with a 15-day interval between each occurrence.

(2) No recreational vehicle may be parked on a public street or right-of-way continuously for more than 24 hours, with 24-hour intervals between each parking occurrence.

(3) Class B campers are considered the same as vans and are exempt from this chapter.

(4) Pop-up campers and boats with trailers must be no longer than 25 feet, including tongue, to be parked on front of a residual driveway.

(D) Recreational vehicle temporary living.

(1) The terms of this section shall not be construed to apply to the parking of vehicles in a front yard or side yard where such parking is permitted in conjunction with temporary special events open to the public which may be designed from time to time by the City Council.

(2) No generator usage between the hours of 7:00 p.m. to 9:00 a.m. with no more than 70 dbl. of noise is permitted outside of these times.

(3) See division (C)(1) above.
(4) See division (C)(2) above.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, or on April 25, 2019.

PASSED AND APPROVED this the _____ day of ____________, 2019.

CITY OF KEENE

_______________________
Gary Heinrich, Mayor
ATTEST:

_________________________
Holly Owens, T.R.M.C.
City Secretary
Legal Notice of Public Hearing The Planning and Zoning Commission for the City of Keene will hold a public hearing scheduled for Monday, April 15, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. City Council for the City of Keene will hold a public hearing scheduled for Thursday, April 25, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. The Planning and Zoning Commission is a recommending body only. The City Council is authorized to approve or deny the request. Any interested person will be allowed to appear and speak at the public hearings. RE: Zoning Change of property located at Abstract 730, William Ray Survey being 7.134 acres and Block 1 of the Summer Estates Addition, Abstract 730, William Ray Survey being 2.197 acres. Current zoning is SF-2, Single Family. Zoning change to PD, Planned Development. RE: Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development. RE: Special Use Permit for Keene Spanish Seventh Day Adventist Church located at 304 W Us-67, Keene, Texas. Keene Spanish Seventh Day Adventist Church is requesting a Special Use Permit for a digital sign. RE: Discuss and change sections of the City Charter §72.05 Manner of Parking and §72.13 Recreational Vehicles. Any questions or requests for accommodations or interpretative services for these meetings must be made 48 hours in advance for the meeting. Call 1-817-641-3336 ext. 110 or ask for the City Secretary, Holly Owens.
City Council
Agenda Item Report
April 25, 2019

Contact – Don Martin
dmartin@keenetx.com
817-641-3336, ext. 109

SUBJECT: Discussion and possible action for a special use permit for a digital sign located at 304 US Hwy 67, Iglesia Adventist Church.

1. BACKGROUND/HISTORY

The Iglesia Adventist Church located at 304 US Hwy 67 is requesting a special use permit for a digital sign. The property is zoned Public and is 7.93 acres.

2. FINDINGS/CURRENT ACTIVITY

All LED/digital signs require a special use permit. The Planning and Zoning Commission heard this case on April 15, 2019. The Commission recommends approval, 4-0-0.

3. FINANCIAL IMPACT

No financial impact to the City.

4. ACTION OPTIONS/RECOMMENDATION
   • Conduct a public hearing
   • Consider approval of the SUP

5. ENCLOSURES
   • Site Plan
   • Legal Ad
   • Letter to residents within 200-ft.
   • Draft resolution
   • Sign regulations
RESOLUTION NO. 2019-360

A RESOLUTION OF THE CITY OF KEENE, TEXAS, GRANTING A SPECIAL USE PERMIT FOR IGLESIA ADVENTIST CHURCH ON PROPERTY LOCATED AT 304 E HIGHWAY 67, KEENE, TEXAS. APPROVED SITE PLAN EXHIBIT ATTACHED HEREIN AND INCORPORATED HEREIN AS EXHIBIT “A” WITH AN APPROVED CONSTRUCTION AND ELECTRICAL PLANS EXHIBIT ATTACHED HEREIN AND INCORPORATED HEREIN AS EXHIBIT “B” AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a Special Use Permit for a LED/digital sign has been requested by a person having a proprietary interest in the property; and,

WHEREAS, in accordance with the requirements of the Code of Ordinances Chapter §155.05 LED and Digital Signs, Chapter §157.365 General Provision and Chapter §157.366 Specific Use Permit Regulations. The Planning and Zoning Commission and the City Council have given the requisite notices by publication and otherwise, and have afforded the persons interested and situated in the affected area and in the vicinity thereof; and,

WHEREAS, the City Council does hereby find and determine that the granting of such Special Use Permit is in the best interest of the public health, safety, morals and general welfare of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEENE, TEXAS:

SECTION 1. A Special Use Permit is hereby granted for a LED/Digital Sign on the property located at 304 E Highway 67, Keene, Texas and providing an effective date.

SECTION 2. This resolution shall become effective on the date of approval by the City Council.

PASSED AND APPROVED THIS _______ DAY OF _____________, 2019.

CITY OF KEENE

BY: _________________________________
    Mayor, Gary Heinrich

ATTEST: _____________________________
    City Secretary, Holly Owens, TRMC
This is an original unpublished drawing created by J&A Signs. It is submitted for your personal use in conjunction with the project planned for you by J&A Signs. It is not to be shown to anyone outside your organization, or it is to be used, reproduced, copied, or exhibited in any manner without proof of purchase from J&A Signs.

MATERIAL AND INSTALLATION COMPLIES WITH NATIONAL ELECTRICAL SIGN CODE AND USES ONLY U L LISTED COMPONENTS SIGN REQUIRED (1) 20AMP 120V CIRCUIT

Please verify that spelling and content in this proof is correct and that appears here, with potential color variation of up to 15%. You will not be able to make any changes once the order is approved and advances to production. You assume all responsibility for typographical errors and authorized production.

© The copyright of these designs is owned by J&A Signs and may not be used or reproduced in any way without written consent from J&A Signs.

CUSTOMER: Jairo Perez
COMPANY: Iglesia Ad. de Keene
LOCATION: Iglesia Ad. Keene
CITY: Keene
STATE: Texas
ZIP CODE: 76059

CUSTOMER DATE

LANDLORD DATE

APPROVED
RESUBMITTAL REQUIRED
DISAPPROVED

LED SIGN / Translucent acrylic replace

SPECIFICATIONS

- LED sign P24full color HD.
- Translucent acrylic sheets.
- 3M adhesive vinyl
This is an original unpublished drawing created by J&A Signs. It is submitted for your personal use in conjunction with the project planned for you by J&A Signs. It is not to be shown to anyone outside your organization, or is it to be used, reproduced, copied, or exhibited in any manner without proof of purchase from J&A Signs.

MATERIAL AND INSTALLATION COMPLIES WITH NATIONAL ELECTRICAL SIGN CODE AND USES ONLY UL LISTED COMPONENTS SIGN REQUIRED (1) 20AMP 120V CIRCUIT

Please verify that spelling and content in this proof is correct and that appears here, with potential color variation of up to 15%. You will not be able to make any changes once the order is approved and advances to production. You assume all responsibility for typographical errors and authorized production.

© The copyright of these designs is owned by J&A Signs and may not be used or reproduced in any way without written consent from J&A Signs.
Iglesia Adventista del Séptimo Día

New aluminium fabricated D/F Lighted cabinet
- 1/8” routed aluminium exterior
  NAD Denim PMS 302 C / Matte Finish
- Rout out show thru
  White Acrylic
- 1 1/2” x 1 1/2” Aluminium Square
- Tube Sub Frame
- L.E.D light panels for illumination

Power Supplies to this side

Aluminium painted
PMS 524C Gray

Removable access panel fasten with
counter sunk screws heads painted
PMS 425C

Hilti Kwik bolts 3
5/8” x 8 1/2” expansion
anchors with hit RE-500
Epoxy

1 1/2” x 1 1/2” Aluminium Square
tube bottom frame

3 x 1/2” Aluminium plate welded
between frame 3/4” holes
for hilti anchors
Power out center of sign
WATER & WASTEWATER NOTES:

1. ALL WATER AND SEWER WORK SHALL COMPLY WITH TYPICAL PLANS SHOWN ON SHEET 20-1. IN ALL CASES, PLANS SHOWN SHALL TAKE PRECEDENCE OVER SHEET 20-1 OR ANY OTHER SHEET. SHEET 20-1 IS SUBJECT TO CHANGE UNTIL ACCEPTED. ALTERNATIVE CONSTRUCTION METHODS MAY BE ACCEPTED IF IN WRITING AND AGREED TO BY THE CITY OF KEENE, REPRESENTATIVE OF THE CITY REQUIREMENTS.

2. CONTRACTOR SHALL INSTALL EXISTING WATER SERVICE AT ALL TIMES DURING CONSTRUCTION.

3. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE EXISTING SPECIFICATIONS OF THE CITY OF KEENE.

4. CONTRACTOR SHALL PROVIDE THE CITY WITH THE EXISTING PLANS FOR Accuracy.

5. THE EXISTING PLANS SHALL BE REVIEWED FOR ACCURACY TO DETERMINE IF ANY CHANGES OR ADDITIONS ARE NEEDED TO THE EXISTING PLANS.

6. THE EXISTING PLANS SHALL BE PROVIDED TO THE CONTRACTOR FOR REVIEW AND ACCEPTANCE.

7. THE EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

8. THE EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

9. THE EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

10. ALL EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

11. ALL EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

12. ALL EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

13. ALL EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

14. ALL EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

15. ALL EXISTING PLANS SHALL BE PROVIDED TO THE CITY FOR REVIEW AND ACCEPTANCE.

BEFORE YOU CALL:

1-800-336-6505

TEXAS ONE CALL SYSTEM

10701 LONG SUGAR CANE WAY

P.O. BOX 595254

FORT WORTH, TX 76159-5254

THIS DOCUMENT IS INTENDED FOR THE PURPOSE OF PROVIDING INFORMATION AND IS NOT INTENDED FOR USE AS A CONTRACT DOCUMENT. THIS DOCUMENT IS PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE CONTRACTOR IS RESPONSIBLE FOR THE PROPER INSTALLATION OF ALL WATER AND SEWER WORK. THIS DOCUMENT IS INTENDED FOR USE AS A CONTRACT DOCUMENT. THIS DOCUMENT IS PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
ITEM #15

<table>
<thead>
<tr>
<th>Name</th>
<th>Street Address</th>
<th>City, State, Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

April 5, 2019

Since the tax roll indicate you are a property owner within 200 feet of the property requesting the zoning change, you are being notified of these public hearings and are invited to attend the scheduled public hearings to voice your support or opposition to this request.

RE: Special Use Permit for Keene Spanish Seventh Day Adventist Church located at 304 W Us-67, Keene, Texas. Keene Spanish Seventh Day Adventist Church is requesting a Special Use Permit for a digital sign.

The Planning and Zoning Commission for the City of Keene will hold a public hearing scheduled for Monday, April 15, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031.

City Council for the City of Keene will hold a public hearing scheduled for Thursday, April 25, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031.

Any questions or requests for accommodations or interpretative services for these meetings must be made 48 hours in advance for the meeting. Call 1-817- 641-3336, Ext 110 or email citysecretary@keenetx.com.

X
Holly Owens
City Secretary
<table>
<thead>
<tr>
<th>Owner Name</th>
<th>Address</th>
<th>Property Location</th>
<th>Geo Account #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles Kirkham</td>
<td>2813 14&lt;sup&gt;th&lt;/sup&gt; Ave.</td>
<td>FM 2280 39 Acres</td>
<td>126.0875.00211</td>
</tr>
<tr>
<td>2813 14&lt;sup&gt;th&lt;/sup&gt; Ave.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carmel, CA. 93923</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Conrad &amp; Jacquelyn Wallen</td>
<td>2625 E. Hwy 67</td>
<td>126.0570.00061</td>
</tr>
<tr>
<td></td>
<td>818 Belt Line Cv.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Richardson, TX. 75080</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Josue &amp; Meliza Feliciano</td>
<td>2633 E. Hwy 67</td>
<td>126.0570.00060</td>
</tr>
<tr>
<td></td>
<td>1084 La Grange Pkwy</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Newark, DE. 19702</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bonnie Thomas</td>
<td>307 E. Hwy 67</td>
<td>126.0570.00080</td>
</tr>
<tr>
<td></td>
<td>P.O. Box 572</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Robert &amp; Betty Cupps</td>
<td>E. Hwy 67</td>
<td>126.0570.00090</td>
</tr>
<tr>
<td></td>
<td>2017 Muse St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fort Worth, TX. 76112</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rustic Creek Ranch</td>
<td>325 W. Hwy 67</td>
<td>126.0570.00100</td>
</tr>
<tr>
<td></td>
<td>325 W. Hwy 67</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Keene, TX. 76059</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Texas Conference Association</td>
<td>E. Hwy 67</td>
<td>126.0033.00050</td>
</tr>
<tr>
<td></td>
<td>P.O. Box 800</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Alvarado, TX. 76009</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Legal Notice of Public Hearing The Planning and Zoning Commission for the City of Keene will hold a public hearing scheduled for Monday, April 15, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. City Council for the City of Keene will hold a public hearing scheduled for Thursday, April 25, 2019 at 6:00 PM and will be held in the Council Chambers at 1000 N Old Betsy Rd., Cleburne, TX 76031. The Planning and Zoning Commission is a recommending body only. The City Council is authorized to approve or deny the request. Any interested person will be allowed to appear and speak at the public hearings. RE: Zoning Change of property located at Abstract 730, William Ray Survey being 7.134 acres and Block 1 of the Summer Estates Addition, Abstract 730, William Ray Survey being 2.197 acres. Current zoning is SF-2, Single Family. Zoning change to PD, Planned Development. RE: Zoning Change of property located at Block 1, Lots 1-7 of the Fireside Village Addition and Block 2, Lots 1-6 of the Fireside Village Addition. Current zoning is SF-3, Single Family. Zoning change to PD, Planned Development. RE: Special Use Permit for Keene Spanish Seventh Day Adventist Church located at 304 W Us-67, Keene, Texas. Keene Spanish Seventh Day Adventist Church is requesting a Special Use Permit for a digital sign. RE: Discuss and change sections of the City Charter §72.05 Manner of Parking and §72.13 Recreational Vehicles. Any questions or requests for accommodations or interpretative services for these meetings must be made 48 hours in advance for the meeting. Call 1-817-641-3336 ext. 110 or ask for the City Secretary, Holly Owens.
Building Permit Application
P.O. Box 637 Keene, TX 76059
Office 817-641-3336 * Fax 817-556-2060 / email: molly.martin@keenetx.com

Residential  X Commercial

Building Permit Number: __________________________ Valuation: $ 9,000

Project Name: Iglesia Adventista of Keene

Project Address: 304 US-67, Keene, TX 76059

Project Description: New ☐ Addition ☐ Remodel ☐ Finish out ☐

Sign ☐ Plumbing ☐ Mechanical ☐ Electrical ☐ Other ☐

Scope of Work: Update existing sign with LED sign. See plans (2)

Owner Information:

Name: Jairo Perez

Address: 304 US-67, Keene, TX 76059

Phone Number: (305) 266-4615

Contact Person & Phone Number Jairo Perez (305) 266-4615

Email: __________________________

Engineer Contact Person Phone Number Email

Architect Contact Person Phone Number Email

General Contractor Contact Person Phone Number Contractor License Number

Mechanical Contractor Contact Person Phone Number Contractor License Number

Electrical Contractor Contact Person Phone Number Contractor License Number

Bright All Electric Jorge Serrano (214) 664-7118 352918

Plumbing Contractor Contact Person Phone Number Contractor License Number

Email: __________________________

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.

A certificate of occupancy must be issued before any building is occupied.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: __________________________ Date: 01/14/19

OFFICE USE ONLY:

Public Works Approved By: __________________________ Date: __________________________

Water/Sewer Approved By: __________________________ Date: __________________________

Total Fees: __________________________ Rec’vd By: __________________________ Date Paid: __________________________

Permit can be emailed to molly.martin@keenetx.com Updated 05-16-2018
CHAPTER 155: SIGNS

Section

155.01 Purpose
155.02 Administrative procedures
155.03 Meritorious exceptions and appeals process
155.04 Definitions
155.05 LED and digital signs
155.06 Pole and monument signs not to be used in combination
155.07 Monument signs
155.08 Pole signs
155.09 Prohibited signs
155.10 Signs exempted from regulation
155.11 Multi-tenant signs
155.12 Industrial development signs
155.13 Illumination
155.14 Registration of portable signs
155.15 Nonconforming signs
155.16 Noncommercial messages
155.17 Amortization of signs
155.18 Discontinued establishments; removal of sign
155.19 Sexually oriented business signs
155.20 Electronic display screen or electronic message center signs
155.21 Temporary political signs

Cross-reference:

Buildings and building regulations, see Ch. 151
Planning and development, see Ch. 154
Zoning, see Ch. 157

§ 155.01 PURPOSE.

Signs use private land and the sight lines created by the public rights-of-way to inform and persuade the general public by publishing a message. This chapter provides standards for the
erection and maintenance of private signs. All private signs not exempted as provided in this chapter shall be erected and maintained in accordance with these standards. The general objectives of these standards are to promote health, safety, welfare, convenience and enjoyment of the public, and in part to achieve the following:

(A) To encourage the effective use of signs on private property as a means of communication in the city, by providing that:

(1) Communications may be facilitated;
(2) Customers and other persons may locate a business, service, or receive a non-commercial message;
(3) No person or group is arbitrarily denied the use of sight lines from the public right-of-way for communications purposes; and
(4) Persons exposed to signs are not so overwhelmed by the number of messages presented that they cannot find the information they seek, and are able to observe or ignore messages according to the observer's purpose.

(B) To maintain and enhance the aesthetic environment and/or the city’s ability to attract sources of economic development and growth, by providing that signs:

(1) Do not interfere with scenic views;
(2) Do not create a nuisance to persons using public right-of-way;
(3) Do not constitute a nuisance to the occupant of adjacent or contiguous property by the brightness, size, height and movement;
(4) Are not detrimental to land or property values; and/or
(5) Contribute to the special character or particular places within Keene, helping the observer to understand the city or orient within it.

(C) To promote safety, by providing that signs:

(1) Do not create a hazard due to collapse, fire, collision, decay or abandonment;
(2) Do not obstruct fire fighting or police surveillance; and
(3) Do not create traffic hazards by confusing or distracting motorists, or by impairing the driver's ability to see pedestrians, obstacles and other vehicles, or to read traffic signs.


§ 155.02 ADMINISTRATIVE PROCEDURES.

(A) Required. No sign shall be erected, constructed, relocated, altered, repaired or maintained without first obtaining a permit from the city, and paying the applicable fee to the city. Repairs shall mean major structural repair which affects the structural integrity of the sign and constitutes a hazard to the public's health, safety and welfare. The regulations in this chapter shall apply to all private property within the city. Any signs proposed on public property must have prior approval from the city.
(B) **Applications.** All applications for permits shall include a drawing/sketch with proportional dimensions of the proposed sign and all existing signs maintained on the premises and visible from the right-of-way, a drawing/sketch of the lot or building facade indicating the proposed location of the sign, and specifications. The Code Inspector may require the filing of other plans or other pertinent information when, in his opinion, such information is necessary to ensure compliance with this code.

(C) **Fee required.** Fee for a permit to erect, alter, replace or relocate a sign shall be in accordance with the fee schedule.

(D) **Repair or alterations.** For the purpose of this section **REPAIR OR ALTERATIONS ABOVE AND BEYOND STANDARD MAINTENANCE** shall mean major structural repair or alterations which affect the structural integrity of the sign, and constitute a hazard to the public's health, safety and welfare. Changing the face of a sign will not require a permit. **CHANGING THE FACE** is defined as the altering of an existing sign facing, including copy, without changing the height, size and shape of the sign. The changing of a sign cabinet, frame, pole or other structural element will require a permit.

(E) **Maintenance.** Every sign, including those specifically exempt from this code with respect to permits and permit fees, shall be maintained in good structural condition at all times. All signs shall be kept painted, including all metal parts and supports thereof that are not galvanized, or of rust resistant material. The Code Enforcement Officer shall inspect and shall have the authority to order the painting, repair, alteration or removal of a sign which shall constitute a hazard to the public's health, safety and welfare by reason of inadequate maintenance, dilapidation or obsolescence. For the purposes of this section, **GOOD STRUCTURAL CONDITION** shall mean:

1. That there are no loose, broken or severely weathered portions of the sign structure or sign face;

2. Where any portion of the finished material, surface or message portion of the sign is visibly faded, flaked, broken off, cracked, splintered, defective or is otherwise visibly deteriorated or in a state of disrepair so as not to substantially appear as it was intended or designed to appear when originally constructed;

3. Whose elements or the structural support or frame members are visibly bent, broken, dented or torn, twisted, deteriorated, or leaning at angles other than those at which it was originally erected, such as may result from being blown, or by the failure of a structural support.

4. Where under normal viewing conditions, the sign or its elements can no longer be clearly read;

5. Where the sign or its elements are not in compliance with the requirements of any building, electrical, sign or other type code construction adopted by the city.

(F) **Electrical permit.** Prior to issuance of a sign permit for a sign in which electrical wiring and connections are to be used, an electrical permit must be obtained according to the fee schedule. The Code Enforcement Officer shall examine the plans and specifications submitted with the application to insure compliance with the Electrical Code of the city. No sign shall be erected in violation of the Electrical Code.
(G) **Replacement of destroyed or damaged sign.**

1. When any sign, or substantial part of a sign, is blown down, or destroyed by fire, explosion, weather or other casualty or otherwise destroyed, or constitutes a hazard to the public's health, safety and welfare by reason of inadequate maintenance, dilapidation obsolescence or taken down or removed for any purpose other than maintenance or for changing the letters, symbols or other matter on the sign, it may not be re-erected, reconstructed or rebuilt except in full compliance with the requirements of this section.

2. A sign or substantial part of a sign is considered destroyed if the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type at the same location.

3. A legal nonconforming sign is considered destroyed if the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type at the same location. All new signs shall be subject to the provisions of this chapter.

(H) **Illegal signs.** Violators of any provisions of this section shall be subject to fines set forth in this code and/or signs may be removed by the city and may be either stored or destroyed without liability to the city or its agents or employees. The owner of a sign confiscated by the city may claim the sign remaining in the custody of the city for an administrative fee of $200 per sign and must claim the sign within 30 days.

(I) **Pole signs, re-use of existing poles.** Existing poles that remain in place, and are not damaged and have not been removed from their location may be used to support new sign of the same size and materials as the previous sign. A change in the size and material of the sign will require an engineer's seal and calculations to verify that the existing pole and foundation will structurally support the new signs.

(J) In no case shall a sign be located such that it blocks the visibility in any required visibility triangle.


**§ 155.03 MERITORIOUS EXCEPTIONS AND APPEALS PROCESS.**

For appeals in reference to this chapter, see Board of Adjustments.


**§ 155.04 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**ATTRACTION BOARD.** A sign identifying special unique, or limited activities, services, products or sales of limited duration.

**AWNING.** A structure made of cloth, with metal or other material for support and affixed to a building in such a manner that the structure may be raised or retracted to a position against the building.
**BALLOON OR INFLATABLE SIGN.** Any sign or form of advertisement in the form of or attached to a balloon or other inflatable, inflated or floating device, which is larger than three feet in diameter.

**BANNER.** A sign made of paper, plastic or fabric, with or without a frame, containing characters, letter, illustrations or ornamentations. **BANNER** does not include a flag.

**BILLBOARD.** A permanent ground or pole sign adjacent to or fronting a United States highway or Texas highway which directs attention to any off-premises advertising or conveys any other message.

**BUILDERS SIGN.** See **CONSTRUCTION SIGN**.

**CANOPY.** A structure made of metal or other material with frames affixed to a building and carried by a frame which is supported by the ground.

**COMMERCIAL MESSAGE.** Any message contained on any sign that advertises, promotes, solicits or endorses a product or service of an establishment, organization, corporation, company, or individual for the purpose of encouraging a consumer to purchase the product or service.

**CONSTRUCTION SIGN.** A sign identifying individuals or companies involved in design, construction, wrecking, financing or development when placed upon the premises where work is under construction, but only for the duration of construction or wrecking.

**DEVELOPMENT/DEVELOPER SIGN.** Outdoor advertising display announcing or promoting subdivisions or developments land/or their construction within the city.

**DIRECTIONAL SIGN.** An on-premises sign which directs vehicles and pedestrian traffic through parking lots and campus settings. They may display arrows, words or other symbols to indicate directions to and through the site. These signs may contain a logo, but no other commercial message or advertisement of any kind is provided on the sign.

**DIRECTORY SIGN.** A sign which indicates the name and/or address of the occupant, the address of the premises and/or identification of any legal business or occupation which may exist at the premises.

**ELECTRONIC DISPLAY SCREEN.** A sign or portion of a sign that displays any electronic image or video, which may or may not include text, including television screen, plasma screens, digital screens, flat screens, LED screen, video boards and holographic displays.

**ELECTRONIC MESSAGE CENTER.** A sign or portion of a sign that uses changing lights to form a sign message or messages in text form wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes.

**EXISTING PERMANENT SIGN.** A permanent sign displayed in the city on and before the effective date of the section.

**EXTERNAL ILLUMINATION.** Illumination of a sign which is produced by an artificial source of light which is not contained within the sign itself.

**EXTRATERRITORIAL JURISDICTION.** The unincorporated area that is continuous to and located within ETJ of the corporate boundaries of the city.
**FLAG.** Any fabric bunting containing distinctive color, pattern or symbols, used as a symbol of a government, political subdivision or non-profit organizations.

**FLASHING SIGN.** An illuminated sign on which the artificial source of light is not maintained stationary or constant in intensity and color at all times when such sign is illuminated. For the purpose of this chapter, any moving illuminated sign effected by intermittent lighting shall be deemed to be a **FLASHING SIGN**.

**FREEWAY SIGN.** U.S. 67 Bypass and any other divided highway.

**GROSS SURFACE AREA.**

(1) The entire area within a single continuous perimeter as contained in a single rectangle enclosing the extreme limits of characters, lettering, illustrations, ornamentation, or other fixtures, together with any material, or color forming an integral part of the display or to differentiate the sign from the background to which it is placed. Structural supports bearing no sign copy shall not be included in gross surface area; however if any portion of the required structural supports become enclosed for decorative or architectural purposes, that portion will be included in the total gross surface area of the sign.

(2) **GROSS SURFACE AREA** shall be measured on one side only of a two-faced (back-to-back) sign carrying the same image and message.

**HEIGHT.** Measured from ground level at base to the top of the sign.

**ILLUMINATED SIGN.** A sign in which an artificial source of light is used in connection with the display of such sign.

**MARQUEE.** A permanent roof-like structure extending from part of the wall of a building but not supported by the ground, and constructed of durable material such as metal, glass or wood.

**MONUMENT SIGN.** A low profile sign which is supported upon its own foundation, separate from the building (other than a ground or pole sign).

**MOVING SIGN.** A sign which revolves, rotates, swings, undulates or otherwise attracts attention through the movements of parts or through the impression of movement, including automatic electronically controlled copy changes, but not including flags, banners or pennants.

**NAMEPLATE SIGN.** A non-electrical sign identifying only the name and occupation or profession of the occupant of the premises on which the sign is located.

**NEON** or **OTHER GAS TUBE ILLUMINATION.** Illumination produced by light source consisting of neon or other gas tube which is bent to form letters symbols or other shapes.

**NON-COMMERCIAL SIGN.** Any sign other than a sign relating to a service or business, or the sale of merchandise, or other activity for private benefit or gain. **NONCOMMERCIAL SIGNS** are deemed to be on-premise signs and are permitted whenever designs are otherwise permitted, in accordance with and strictly subject to the objective criteria set forth in this chapter.

**OFF-PREMISE SIGN.** A sign which directs attention to a business, profession, activity, commodity, service or entertainment other than one conducted, sold or offered upon the premises where such sign is located.
**ON-PREMISE SIGN.** A sign identifying or advertising a business, person, activity, product or organization available on the premises where the sign is located.

**PERMANENT SIGN.** A sign which is fixed in nature, that is erected, affixed or maintained on a premises for a period of time which is regulated by the city.

**POLE SIGN.** A sign that is mounted on a single free-standing column, pole, upright or brace placed in or upon the ground and is not part of the building.

**POLITICAL SIGN.** A sign relating to attention or support for a candidate, issue, proposition ordinance or other political matter.

**PORTABLE SIGN.** Any temporary sign supported by the ground but not attached to the ground by a foundation or footing, which can be regularly moved from a location at periodic intervals, and which is located upon the premises where the business, profession, activity, commodity, service or entertainment referred to by the sign is located. The term **PORTABLE SIGN** shall include the following:

1. A sign mounted on a trailer or wheels or as part of a trailer and by its design can be towed from one location to another by the use of attached wheels or by attaching an axle to existing mounts;
3. A sign affixed to a pole or poles to a portable base made of wood, metal or concrete.
4. A sign suspended or attached to a stand with an inverted “T” base; and
5. Any sign that the base is inserted into a sleeve mounted or driven into the ground which can be extracted from the sleeve by simply lifting or removing bolts.

**PORTABLE SIGN, ELECTRICAL.** Any portable sign that is directly connected to an AC/DC power source whether the connection is a cord or cable laid upon the ground, above ground or underground.

**PREMISES.** A lot or un-platted tract, or a combination of contiguous lots or un-platted tracts if the lots or tracts or combination use under a single ownership and is reflected in the official public record of Johnson County. Multi-tenant locations shall be considered as being one premise.

**READER BOARD OR MESSAGE SIGNS.** A changeable letter/copy sign with strips attached to the face of the sign to hold readily movable letters and numbers; a sign which provides public service information, any similar public interest letters and numbers; a sign which provides public service information and is located upon the premises where the business, profession, activity, commodity, service or entertainment referred to by their sign is located and/or related advertising for a general business located on the same premise through electronically controlled intermittent light impulses.

**REAL ESTATE SIGN.** A sign relating to the sale, lease or rental of the premises upon which such a sign is placed.

**ROOF SIGN.** A sign erected or maintained in whole or in part upon, against, or directly above the roof or parapet line of a building.
**SANDWICH BOARD SIGN.** A rigid sign constructed with straps and supports to be worn by an individual, the sign having a message on the front and/or on the back.

**SEARCH LIGHT SIGN.** A large outdoor lighting apparatus used to attract attention to a business or a specific location.

**SECONDARY SIGN.** Signs located on premise identifying individual uses in a mixed use multi-tenant commercial shopping center.

**SETBACK.** The distance, measured perpendicularly from the property line to the closed point of the sign structure.

**SHOPPING CENTER IDENTIFICATION SIGN (PRIMARY).** Permanent, freestanding, identification sign announcing the name of a tenant or occupant within a mixed use commercial shopping center.

**SHOPPING CENTER IDENTIFICATION SIGN (SECONDARY).** Permanent, freestanding identification sign announcing the name of a tenant or occupant within a mixed use commercial shopping center.

**SIGN.** Any identification description, illustration or device illuminated or non-illuminated which is visible to the general public and direct attention to a product service, place, activity, person, institution, business or solicitation, including any permanently installed or situated merchandise or facsimile, or any emblem, painting, flag, banner, pennant or placard designed to advertise, identify or convey information.

**SUBDIVISIONS SIGN.** On-site subdivision sign for the purpose of advertisement or identification of the addition as an entity. One sign on each main entrance to an addition not to exceed a maximum of two per addition.

**TEMPORARY EVENT.** An event that is related to or sponsored by the primary user and is intended to be observed for a limited duration of time. The event may not customarily be permitted within the zoning district and also should not continue a nonconforming use of structure.

**UNDER-CANOPY SIGN.** A sign which is located beneath a permanent-roofed shelter covering a sidewalk, driveway or other similar areas, which shelter may be wholly supported by a building or may be wholly or partially supported by columns, poles or braces extended from the ground.

**WALL SIGN.** A sign attached directly to an exterior wall of a building or dependent upon a building for support, which is not flush, but does not project more than 12 inches horizontally from the face of the building, and with the exposed face of the sign located in a place substantially parallel to the exterior building wall to which the sign is attached or by which the sign is supported.

**WALL, FLUSH SIGN.** A sign attached to, painted on or erected against the wall of a building in such a manner that the sign face is parallel to the plane of the wall and is wholly supported by the wall.

**WARNING SIGN.** A sign, containing no advertising material, warning the public of the existence of a physical hazard or danger.
**WINDOW SIGN.** A sign attached to, placed upon or painted on the exterior or interior of a window or door, or a building which is intended for viewing from the exterior of such building.

**YARD SIGN.** Any sign of a temporary nature other than a development, real estate, builders or construction sign, which includes the advertisement of a service which has been performed on premise, or construction/repair that has been performed on premises.


§ 155.05 LED AND DIGITAL SIGNS.

Signs which permit light to be turned on or off intermittently or which are operated in a way whereby light is turned on or off intermittently, including any illuminated sign on which such illumination is not kept stationary or constant in intensity and color at all times when such sign is in use including a light emitting diode (LED) or digital sign and which varies in intensity and color except as provided below.

(A) The City Council may authorize the issuance of special use permit for LED and/or digital sign when the Council finds all of the following conditions present:

1. That the establishment, maintenance, or operation of the sign will not be materially detrimental to, or endanger the public health, safety, moral, or general welfare.

2. That the uses, values and enjoyment of other property in the neighborhood, for purposes already permitted, shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance, or operation of the sign; and

3. That the sign shall conform to and comply with all other city ordinance and state law requirements

(B) Prior to granting of any special use, the City Council may stipulate such conditions, restrictions, and duration upon the establishment, location, construction maintenance, and operation of the special use as deemed necessary to protect the public health, safety and general welfare of the community, and to secure compliance with the standards and requirements specified in division (A)(1) through (3) above. In all cases in which special uses are granted, the Council shall require such evidence and guarantees as it may deem necessary as proof that the conditions stipulated in connection therewith are being and will be complied with. The granting of a special use does not create a right to the use and the special use may be canceled at the City Council's sole discretion.

(C) No application for a special use which has been denied wholly or in part by the City Council shall be resubmitted for a period of six months from the date of said denial.


§ 155.06 POLE AND MONUMENT SIGNS NOT TO BE USED IN COMBINATION.

Pole and monument signs shall not be used in combination on the same premise. Each premise shall be permitted only one pole sign or monument sign. A pole sign or monument sign may be used in combination with other permanent signs.

§ 155.07 MONUMENT SIGNS.

(A) *Height and size.* In accordance with the regulations provided, monument signs located on a property line that is less than ten feet to the back of the curb shall be a maximum of:

1. Six feet in height in the C-1 zoning districts.
2. Eight feet in height in the C-2 and C-3 zoning districts.
3. Twelve feet in height in the M-1 zoning districts.

(B) *In addition to the regulations provided.* Monument signs may:

1. Increase in size at a ratio of one-half foot in height for each additional one foot that it is set back beyond a point located ten feet from the property line.
2. The total square footage of the sign shall not exceed 144 square feet, nor shall the height exceed 12 feet.
3. A monument sign may not be located on public rights-of-way.


§ 155.08 POLE SIGNS.

(A) The pipe must be set inside the property line, except where the property line is in excess of 25 feet from the curb of the street. In these cases, the pipe may be set at the property side of the sidewalk or, if there is no sidewalk, no closer than ten feet from the curb. If the pipe is set in an area that is traversable by vehicles, it must be surrounded by curbing as specified by the Code Enforcement Officer/Inspector. No other provisions of this section are waived by this exception.

(B) Sign must comply with regulations as to clearance over sidewalk and distance from curb line.

(C) Only sound, straight supports in good condition free from all major flaws and defects and painted with weatherproof paint.

(D) All pipes must be set a least three feet in the ground and in concrete; provided, however, that any sign which was supported by one or more poles or other supports situated on a public sidewalk, street or other public property beyond the property line and was re-hung within 90 days thereafter on a single metal pole or support securely attached to a building which adequately supports such sign, under a special permit provided by the Code Enforcer land inspections because there was not sufficient space for a pole between such building and the property line, may remain so hung as long as such special permit remains in effect.

(E) Cross arms of angle iron for side guys are to be bolted to pipes in a secure manner and side guys are to be of galvanized cable.

(F) Pipe must extend far enough above top of sign to provide space for suitable head lift which must be of galvanized cable.
Pipes must be of sufficient diameter and strength to properly support the weight of the signs which are to be installed, and approved by the Code Enforcement Officer/Inspector. Pipes and diameter are as follows:

1. Signs weighing up to 175 pounds: three-inch i.p.s. pipe required.
2. Signs weighing from 176-250 pounds: four-inch i.p.s. pipe required.
3. Signs weighing from 251-325 pounds: five-inch i.p.s. pipe required.
4. Signs weighing from 326-400 pounds: six-inch i.p.s. pipe required.


§ 155.09 PROHIBITED SIGNS.

The following signs are hereby expressly prohibited from installation, construction, repair, alteration or relocation within the city, except as otherwise permitted in this chapter.

(A) Moving and flashing signs: Signs which flash, revolve, rotate, swing, undulate or otherwise attract attention through the movement or flashing of parts, or through the impression of movement or flashing except for that portion of those signs, indicating the time, temperature and/or any other non-commercial message; and signs fully located within an enclosed building; and are not observable from the exterior of such buildings.

(B) Billboards: No billboards are permitted without City Council's approval.

(C) Signs which imitate or resemble any official traffic sign, signal or device; or which use a revolving beam or beacon resembling any emergency vehicle, or are located or illuminated in such a manner as to obscure or otherwise interfere with the effectiveness of an official traffic sign, signal or device, or so as to obstruct or interfere with the view of a driver approaching, emerging or intersecting traffic, or so as to prevent any traveler on any street from obtaining a clear view of approaching vehicles for a distance of 250 feet along the street.

(D) Beacons.

(E) Strings of lights not permanently mounted to rigid background, except those holiday lights and decorations customarily displayed during the holiday seasons.

(F) Signs located on private property without the consent of the owner of the premises.

(G) Signs which are located in or interfere with the use of required off-street parking space or maneuvering area.

(H) Signs which are, or are becoming deteriorated, dilapidated or in danger of falling or otherwise unsafe.

(I) Any unauthorized sign on or attached to a public street light, utility pole, hydrant, bridge, traffic-control device, street sign or other public structure or building, or any sign located in, on, over or within a public street sidewalk alley, easement or right-of-way.

(J) Illuminated signs, (illuminated from within or without) which are illuminated in such a manner, to such intensity, or without shielding, so as to constitute a hazard to the operation of
motor vehicles upon a public street or substantially interfere with the reasonable enjoyment of residential property.

(K) Signs interfering with traffic: It shall be unlawful to erect, relocate or maintain any sign in such a manner as to obstruct free land clear vision at any location whereby, by reason of position size movement, shape, color, flashing manner or intensity of illumination such sign may interfere with vehicular or pedestrian traffic. Further, it shall be unlawful to erect or maintain any such sign in a manner as to interfere with, obstruct the view of or be confused with authorized traffic sign, signal or device. Accordingly no sign shall make use of the words “Stop,” “Go,” “Look,” “Slow,” “Danger” or any other similar word, phrase, symbol or character, or employ any red, yellow, orange, green or other colored lamp or light in such a manner as to cause confusion or otherwise interfere with vehicular or pedestrian traffic.

(L) Signs which are illegal.


§ 155.10 SIGNS EXEMPTED FROM REGULATION.

The following signs are exempt from the provisions and regulations of the chapter:

(A) Public signs. Signs owned, directed, initiated and/or required by government bodies or specifically authorized for a public purpose by any law, statute or ordinance. Such public signs may be of any type, number, area, height, location or illumination as required by law, statute or ordinance.

(B) Signs on vehicles. Signs placed on or affixed to vehicles and/or trailers where the design is indicated to the primary use of the vehicle or trailer.

(C) Warning signs. Signs warning the public of the existence of a physical hazard or danger but containing no advertising material; and which are removed within three days upon the subsidence of danger. Such warning signs may be of any type, number, area, height location or illumination as necessary to warn the public of the existence of danger.

(D) Flags. Flags of non-profit and or tax exempt organizations.

(E) Governmental signs. Signs owned and initiated by a duly constituted governmental body, including traffic or similar regulatory devices, legal notices, warnings at railroad crossings and other instructional or regulatory signs having to do with health, hazards, parking, swimming, dumping, and the like.

(F) Address numerals. Address numerals and other signs required to be maintained by law or governmental order, rule or regulation, provided that the content and size of the sign do not exceed the requirements of the law, order rule or regulation.

(G) Athletic signs. Signs used as scoreboards in athletic stadiums.

(H) Directional signs. Signs owned by a duty constituted governmental body, and initiated and erected only by direction of a duly constituted governmental body which direct vehicles and pedestrian traffic which may display arrows, words or other symbol to indicate direction of facilities.
(I) **Directory signs.** Signs which are located in or adjacent to entrances or foyers.

(J) **Instructional signs.** Signs, providing no advertising of any kind which provide direction or instruction to guide persons to non-profit facilities intended to serve the public, including but not specifically limited to the signs identifying restrooms, public telephones, public walkways, parking areas and other similar facilities.

(K) **Temporary holiday lights; holiday season.** Temporary holiday lights and decoration customarily displayed during holiday seasons.

(L) **Time and temperature signs.**


**§ 155.11 MULTI-TENANT SIGNS.**

One permanent sign shall be permitted on commercial shopping center sites having multi-tenants on accordance with the following regulations.

(A) Each commercial shopping center having multi-tenants is permitted one primary pole or monument sign identifying the shopping center and the tenants within that center. The dimensions of the sign shall be as follows:

(1) **Area of multi-tenant signage.**

   (a) **Pole signs.** The area of a multi-tenant pole sign shall be limited according to the table below.

<table>
<thead>
<tr>
<th>Leasable square feet</th>
<th>Square feet of a Tenant Pole Sign</th>
</tr>
</thead>
<tbody>
<tr>
<td>In a whole shopping center</td>
<td></td>
</tr>
<tr>
<td>100,000 sq. ft.</td>
<td></td>
</tr>
<tr>
<td>Over 100,000 sq. ft.</td>
<td></td>
</tr>
</tbody>
</table>

   (b) **Monument signs.** The area of a multi-tenant monument sign shall be limited according to the table below.

<table>
<thead>
<tr>
<th>Leasable square feet</th>
<th>Square feet of a Tenant Pole Sign</th>
</tr>
</thead>
<tbody>
<tr>
<td>In a whole shopping center</td>
<td></td>
</tr>
<tr>
<td>Up to 50,000 sq. ft.</td>
<td></td>
</tr>
<tr>
<td>50,000 to 100,000 sq. ft.</td>
<td></td>
</tr>
<tr>
<td>Over 100,000 sq. ft.</td>
<td></td>
</tr>
</tbody>
</table>
(2) *Height of multi-tenant signage.*

(a) *Height of multi-tenant pole signs.* The height of a multi-tenant pole sign shall be limited according to the table below.

<table>
<thead>
<tr>
<th>Leasable square feet</th>
<th>Height in feet of a Tenant Pole Sign</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 50,000 sq. ft.</td>
<td>25</td>
</tr>
<tr>
<td>50,000 to 100,000 sq. ft.</td>
<td>35</td>
</tr>
<tr>
<td>Over 100,000 sq. ft.</td>
<td>45</td>
</tr>
</tbody>
</table>

(b) *Height of multi-tenant monument signs.* The height of a multi-tenant monument sign shall be no greater than eight feet.

(B) *Separation.* All poles or monument type signs shall be separated by a distance of at least 60 feet. Exception may be permitted if adjoining lots do not provide adequate distance for minimum separation.

(C) *Other signs.* Each tenant may be permitted an additional sign, which will be limited to only one of the following: canopy, marquee, wall, reader board/message sign or nameplate sign.

(D) In addition to the regulations set forth in this section for multi-tenant signs, monument signs may increase in size proportional to the set back from the back of the property line as provided in § 155.07.


§ 155.12 INDUSTRIAL DEVELOPMENT SIGNS.

In industrial development, the size and height of a proposed sign may exceed the limitation upon approval by the City Council of a site plan.


§ 155.13 ILLUMINATION.

Signs may be illuminated provided that the provisions of this section are strictly complied with.

(A) *Brightness limitations.* In no instance shall the lighting intensity of any sign, whether resulting from internal illumination or external illumination, exceed 75 foot candles or 25 watts in incandescent bulbs, when measured with a standard light meter perpendicular to the face of the sign from a distance equal to the narrowest dimension of the sign.
(B)  **Glare.** All signs shall be so designed, located, shielded and directed so as to prevent the casting of glare or direct light from artificial illumination upon adjacent publicly dedicated roadway and/or surrounding property.

(C)  **Electrical permit.** All signs in which electrical wiring and connections are to be used shall be subject to the applicable provisions of the city's electrical code.


§ 155.14 REGISTRATION OF PORTABLE SIGNS.

(A)  **Existing portable signs.** Portable sign existing at the time of the effective date of this chapter, whether leased or owned by an individual or business, shall be deemed legal nonconforming if the signs are registered by the owner of the sign with the Code Enforcement Officer/Inspector within 90 days of the effective date of this chapter.

(B)  **New portable signs.** All new portable signs placed on site after the effective date of this chapter shall be subject to the new rules and regulations of this chapter.

(C)  **Location of portable signs.** For purpose of portable signs, no portable sign shall be located within the following areas:

1. A horizontal triangular area measuring 25 feet by 25 feet along the right-of-way for all street-to-street intersections.

2. A horizontal triangular area measuring seven feet by 60 feet along the right-of-way for all driveway-to-street intersections.

(D)  **Separation of portable signs.** No portable sign shall be located within 25 feet of another portable sign.


§ 155.15 NONCONFORMING SIGNS.

(A)  A sign which does not conform by reason of area, setback, height, use, message or other regulations of the district in which it is situated, is considered nonconforming, or legal nonconforming.

(B)  A nonconforming sign is any sign which was lawfully erected prior to the effective date of any regulations governing signs in the City of Keene but which is no longer in compliance with such regulations because of the erection of an on-premise sign or because of a change in such regulations.

(C)  (1) A nonconforming sign may remain in place provided when any sign, or substantial part of a sign, is blown down, otherwise destroyed, taken down or removed for any purpose other than maintenance or for changing the letters, symbols or other matter on the sign, it may not be re-erected, reconstructed or rebuilt except in full compliance with the requirements of this section.

2. A sign or substantial part of a sign is considered destroyed if the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type as the same location.
§ 155.16 NONCOMMERCIAL MESSAGES.

Any sign authorized in this chapter is allowed to contain a noncommercial message in place of any other authorized message, and noncommercial signs are deemed to be on-premise signs, and are permitted in accordance with and strictly subject to the objective criteria herein.

§ 155.17 AMORTIZATION OF SIGNS.

Any necessary amortization of signs shall be conducted in accordance with the process as provided in Tex. Gov't Code Ch. 216, Regulations of Signs by Municipalities, Subchapter A, Relocation, Reconstruction, or Removal of Signs.

§ 155.18 DISCONTINUED ESTABLISHMENTS; REMOVAL OF SIGN.

Whenever a business, industry, service or other use is discontinued, the sign(s) pertaining to the use shall be removed or obscured by the person or entity owning or having possession of the property within 90 days after the discontinuance of such use.

§ 155.19 SEXUALLY ORIENTED BUSINESS SIGNS.

(A) Definition. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

SIGNS. Any display, design pictorial, or other representation, which shall be so constructed, placed, attached, painter, erected, fastened or manufactured in any manner whatsoever so that the same is visible from the outside of an enterprise and that is used to seek the attraction of the public to any goods, services or merchandise available as such enterprise. The term shall also include such representations painted on or otherwise affixed to any exterior portion of an enterprise as well as such representations painted on or otherwise affixed too any part of the tract upon which such as enterprise is situated.

(B) Exterior portions of enterprise.

(1) It shall be unlawful for an owner or operator of an enterprise to allow the merchandise or activities of the enterprise to be visible from any point outside such enterprise.

(2) It shall be unlawful for the owner or operator of an enterprise to allow the exterior portions of the enterprise to have flashing lights, or any words, lettering, photographs, silhouettes, drawings, or pictorial representations of any manner except to the extent permitted by the provisions of this section.

(3) It shall be unlawful for the owner or operator of an enterprise to allow exterior portions of the enterprise to be painted any color other than a single achromatic color. This provision shall not apply to an enterprise if the following conditions are met:
(a) The enterprise is a part of a commercial multi-unit center; and

(b) The exterior portions of each individual unit in the commercial multi-unit center, including the exterior portions of the enterprise, are painted the same color as one another or are painted in such a way so as to be a component of the overall architectural style or pattern of the commercial multi-unit center.

(c) Nothing in this section shall be construed to require the painting of an otherwise unpainted exterior portion of an enterprise.

(C) Signage.

(1) Notwithstanding the city's building code, or any other city ordinance, code, or regulation to the contrary, it shall be unlawful for the owner or operator of any enterprise or any other person to erect, construct, or maintain any sign for the enterprise other than one primary sign and one secondary sign, as provided in this section.

(2) Primary signs shall have no more than two display surfaces. Each such display surface shall:

(a) Not contain any flashing lights;
(b) Be as flat plane, rectangular in shape;
(c) Not exceed 75 square feet in area; and
(d) Not exceed ten feet in height or ten feet in length.

(3) Primary signs shall contain no photographs, silhouettes, drawings or pictorial representations of any manner, and may contain only:

(a) The name of the enterprise; and/or
(b) One or more of the following phrases:
   1. “Adult bookstore;”
   2. “Adult Movie Theater;”
   3. “Adult encounter parlor;”
   4. “Adult cabaret;”
   5. “Adult lounge;”
   6. “Adult novelties;”
   7. “Adult entertainment;” or
   8. “Adult modeling studio.”

(c) Primary signs for adult movie theaters may contain the additional phrase, “Movie titles posted on premises.”
(4) Each letter forming a word on a primary sign shall be of a solid color, and each such letter shall be the same print type, size and color. The background behind such lettering on the display surface of a primary sign shall be of a uniform and solid color.

(5) Secondary signs shall have only one display surface. Such display surface shall:

(a) Be a flat plane, rectangular in shape;
(b) Not exceed 20 square feet in area;
(c) Not exceed five feet in height and four feet in width; and
(d) Be affixed or attached to any wall or door of the enterprise.

(6) The provisions of divisions (C)(2)(a), (C)(3) and (C)(4) of this section also apply to secondary signs.

(7) Any sign located on the premises of a commercial multi-unit center containing an enterprise that displays the name, or any person on the name of the enterprise, any name under which any enterprise was formerly operated on the premises, or that contains any of the terms set forth in division (C)(3)(b) of this section, or any other terminology that is commonly used to identify or is associated with the presence of a sexually oriented business, shall comply with all restrictions of this section. The intent of this section is to prevent the use of signage identifying the commercial multi-tenant center itself from being used as a subterfuge to evade the restrictions on sexually oriented business signs set forth in this section.

(8) A person who violates a provision of this section is guilty of a separate offense for each day or part of a day during which the violation is committed, continued, or permitted. Each offense, upon conviction, is punishable as a Class C misdemeanor by a fine not to exceed $500 for each offense and a separate offense shall be deemed committed upon each day during or on which violation occurs.


§ 155.20 ELECTRONIC DISPLAY SCREENS AND ELECTRONIC MESSAGE CENTER SIGNS.

Electronic display screen:

(A) An electronic display screen may be permitted only by approval of the City Council variance pursuant to the procedure and criteria set forth in § 155.19 above.

(B) Messages displayed shall not change more rapidly than once every five seconds.


§ 155.21 TEMPORARY POLITICAL SIGNS.

Electronic signs (temporary). Political signs shall be permitted as follows.

(A) To the extent regulation of political signs is preempted and controlled by Tex. Loc. Gov't Code § 216.903 that section applies herein as if fully set forth. To the extent political signs are not subject to such statutory regulation; they shall be regulated as provided herein.
(B) The sign shall not be located in the public right-of-way or other public property, except on an election day or early voting days as designated early voting locations. These signs may be located at the polling places within the specified proximity as permitted by state election laws.

(C) The sign shall be located on private property with the permission of the owner.

(D) The sign shall not exceed 36 square feet per side and eight feet in height, except where such sign is erected in place of another sign permitted at the location where it is placed, then it shall be permitted to be the same size and subject to the same conditions as such sign.

ANIMAL CONTROL
MONTHLY REPORT

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intake</td>
<td>1</td>
<td>2</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>Returns</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Rescues/Transferred</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Adoptions</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Citations</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Warning</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Registrations</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>Calls for Service</td>
<td>36</td>
<td>28</td>
<td>37</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>101</td>
</tr>
<tr>
<td>TOTAL</td>
<td>45</td>
<td>39</td>
<td>54</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>138</td>
</tr>
</tbody>
</table>

SHELTER NUMBERS

<table>
<thead>
<tr>
<th></th>
<th>MONTH</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intake</td>
<td>4</td>
<td>7</td>
</tr>
<tr>
<td>Return to Owner</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Transferred</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Euthanized</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rescue</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Adoptions</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

SERVICES PROVIDED

<table>
<thead>
<tr>
<th></th>
<th>MONTH</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rabies Wildlife</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Animal Bites</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Citations</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>Warning</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>Wildlife Relocate</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Education</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>City Regist.</td>
<td>4</td>
<td>7</td>
</tr>
</tbody>
</table>

CALLS FOR SERVICE

<table>
<thead>
<tr>
<th></th>
<th>MONTH</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dog at Large</td>
<td>9</td>
<td>22</td>
</tr>
<tr>
<td>Cat at Large</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Loose Livestock</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>Cruel/ Neglect/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Abandon</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Prohibited Animals</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sick/Injured Animals</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Dead Animals</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Wildlife</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Trap Service</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Transport</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Info/Complaint</td>
<td>3</td>
<td>10</td>
</tr>
<tr>
<td>Phone Calls</td>
<td>12</td>
<td>31</td>
</tr>
<tr>
<td>Follow Ups</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>TOTAL</td>
<td>37</td>
<td>93</td>
</tr>
</tbody>
</table>
KEENE ANIMAL SHELTER

Christina Austin
817-825-5406
adoptapet@keenepd.org
# March Animal Control Report

<table>
<thead>
<tr>
<th>Activity</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intake</td>
<td>1</td>
<td>2</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>Returns</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Rescues/Transferred</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Adoptions</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Citations</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Warning</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Registrations</td>
<td>1</td>
<td>2</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>Calls for Service</td>
<td>36</td>
<td>28</td>
<td>37</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>101</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>45</strong></td>
<td><strong>39</strong></td>
<td><strong>54</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>138</strong></td>
</tr>
<tr>
<td>Year to Date totals</td>
<td>October</td>
<td>November</td>
<td>December</td>
<td>January</td>
<td>February</td>
<td>March</td>
<td>Total</td>
<td>Current Monthly Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------</td>
<td>---------</td>
<td>----------</td>
<td>----------</td>
<td>---------</td>
<td>----------</td>
<td>-------</td>
<td>-------</td>
<td>-----------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excessive Leaves On Ground</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>9</td>
<td>4</td>
<td>18</td>
<td>Public Nuisances 215</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grass Clippings/Leaves in Street</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>Public Nuisances 41</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tires in Yard</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>4</td>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Illegal Dumping</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Litter/Trash Containers</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trash Container Repair Notice</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dead Trees/Wood Debris</td>
<td>2</td>
<td>4</td>
<td>2</td>
<td>4</td>
<td>5</td>
<td>4</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overhanging trees below 14ft</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inside Furniture in Yard</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>9</td>
<td>3</td>
<td>6</td>
<td>23</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fence in Disrepair</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trash/Junk in Yard</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td>9</td>
<td>14</td>
<td>5</td>
<td>36</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appliance in Yard</td>
<td>4</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bulk Trash</td>
<td>0</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td>0</td>
<td>3</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weeds/Tall Grass</td>
<td>15</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td>6</td>
<td>29</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brush Piles</td>
<td>5</td>
<td>3</td>
<td>1</td>
<td>5</td>
<td>2</td>
<td>1</td>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graffiti</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Nuisances</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>8</td>
<td>3</td>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle Violations</td>
<td>1</td>
<td>1</td>
<td>12</td>
<td>1</td>
<td>1</td>
<td>17</td>
<td>89</td>
<td>Vehicle Violations 6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Parking Violations</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>9</td>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Junk Vehicle</td>
<td>9</td>
<td>5</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>1</td>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking in Yard</td>
<td>7</td>
<td>10</td>
<td>1</td>
<td>12</td>
<td>6</td>
<td>3</td>
<td>39</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle Repairs</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>5</td>
<td>0</td>
<td>1</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Zoning Violations</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>9</td>
<td>Zoning Violations 3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commerical vehicles in a residential area</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Home Occupation</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shipping Containers</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Swimming Pool Violation</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Property Maintenance Code 99</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>18</td>
<td>6</td>
<td>28</td>
<td>Property Maintenance Code 22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Holes/Cracks/Deterioration on Exterior Walls</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>18</td>
<td>6</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skirting</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>15</td>
<td>5</td>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roof and Drainage</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unsecure Building</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accessory Building</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exterior Surfaces Maintained in Good Condition</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>8</td>
<td>4</td>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MISC. IMPC Violations</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>3</td>
<td>14</td>
<td>6</td>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL NEW VIOLATIONS</td>
<td>68</td>
<td>53</td>
<td>31</td>
<td>80</td>
<td>116</td>
<td>72</td>
<td>420</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Code Monthly Report
March 2019
Public Nuisances

• Year to Date: 215
• Current Month: 41
• Last Month: 48
Code Monthly Report
March 2019
Vehicle Violations

- Year to Date: 89
- Current Month: 6
- Last Month: 10
Zoning Violations

- Year to Date: 17
- Current Month: 3
- Last Month: 4
Code Monthly Report
March 2019
2009 IMPC

- Year to Date: 99
- Current Month: 22
- Last Month: 55
FINANCE DEPARTMENT REPORTS
ACCOUNTING & AUDIT

- Implementing purchase order system starting next week
- Still waiting on final draft from auditors
- Upcoming Workshop – How to read financial statements
- Ramping up for budget season
  - Projected year-end budgets for FY 18-19
  - Budget calendar
  - Budget workshops
MUNICIPAL COURT

A LITTLE HISTORY...
<table>
<thead>
<tr>
<th>FY</th>
<th>Court Revenue</th>
<th>Court Expenditures</th>
<th>Court Net Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 01/02</td>
<td>223,026</td>
<td>89,659</td>
<td>133,367</td>
</tr>
<tr>
<td>FY 02/03</td>
<td>225,093</td>
<td>89,659</td>
<td>135,434</td>
</tr>
<tr>
<td>FY 03/04</td>
<td>298,903</td>
<td>96,258</td>
<td>202,645</td>
</tr>
<tr>
<td>FY 04/05</td>
<td>282,239</td>
<td>104,823</td>
<td>177,416</td>
</tr>
<tr>
<td>FY 05/06</td>
<td>572,004</td>
<td>299,687</td>
<td>272,317</td>
</tr>
<tr>
<td>FY 06/07</td>
<td>637,666</td>
<td>398,378</td>
<td>239,288</td>
</tr>
<tr>
<td>FY 07/08</td>
<td>852,787</td>
<td>484,786</td>
<td>368,001</td>
</tr>
<tr>
<td>FY 08/09</td>
<td>883,583</td>
<td>536,692</td>
<td>346,891</td>
</tr>
<tr>
<td>FY 09/10</td>
<td>578,577</td>
<td>254,412</td>
<td>324,165</td>
</tr>
<tr>
<td>FY 10/11</td>
<td>606,858</td>
<td>224,773</td>
<td>382,085</td>
</tr>
<tr>
<td>FY 11/12</td>
<td>934,445</td>
<td>580,462</td>
<td>353,983</td>
</tr>
<tr>
<td>FY 12/13</td>
<td>633,230</td>
<td>300,276</td>
<td>332,954</td>
</tr>
<tr>
<td>FY 13/14</td>
<td>663,707</td>
<td>304,758</td>
<td>358,949</td>
</tr>
<tr>
<td>FY 14/15</td>
<td>637,500</td>
<td>299,444</td>
<td>338,056</td>
</tr>
<tr>
<td>FY 15/16</td>
<td>905,969</td>
<td>299,464</td>
<td>606,505</td>
</tr>
<tr>
<td>FY 16/17</td>
<td>403,454</td>
<td>249,232</td>
<td>154,222</td>
</tr>
<tr>
<td>FY 17/18</td>
<td>100,317</td>
<td>114,687</td>
<td>(14,370)</td>
</tr>
<tr>
<td>FY 18/19</td>
<td>150,000</td>
<td>106,262</td>
<td>43,738</td>
</tr>
</tbody>
</table>
SELECTIVE TRAFFIC ENFORCEMENT PROGRAM

Selective Traffic Enforcement Program (STEP) projects reimburse for overtime activities by local law enforcement to reduce crashes by focusing enforcement efforts on high-crash areas called Enforcement Zones. Officers should focus their enforcement efforts on reducing the incidence of speeding, failure to use occupant restraint systems, intersection traffic control violations, driving while intoxicated, and/or driving under the influence of alcohol by a minor, and enforcement of state and local ordinances on cellular and texting devices. Organizations eligible for STEP funds include the Texas Department of Public Safety (DPS), sheriff’s offices, constable’s offices, local police departments, and inter-governmental coordination entities, e.g. Councils of Government (COGs).
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sale of Abandoned Vehicles</td>
<td>$10,697</td>
<td>$13,064</td>
<td>$10,615</td>
<td>$9,279</td>
<td>$10,161</td>
<td>$7,842</td>
<td>$2,008</td>
<td>$7,850</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Impound &amp; Storage</td>
<td>77,305</td>
<td>66,574</td>
<td>62,825</td>
<td>51,485</td>
<td>53,025</td>
<td>46,285</td>
<td>53,731</td>
<td>19,242</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Fines &amp; Forfietures</td>
<td>578,577</td>
<td>606,858</td>
<td>934,445</td>
<td>633,230</td>
<td>663,707</td>
<td>637,500</td>
<td>905,969</td>
<td>403,454</td>
<td>100,317</td>
<td>150,000</td>
</tr>
<tr>
<td>Total STEP Revenue</td>
<td>666,579</td>
<td>686,496</td>
<td>1,007,885</td>
<td>726,893</td>
<td>691,627</td>
<td>961,708</td>
<td>430,546</td>
<td>100,317</td>
<td>150,000</td>
<td></td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Police STEP Overtime</td>
<td>30,434</td>
<td>31,001</td>
<td>13,227</td>
<td>18,463</td>
<td>10,798</td>
<td>13,370</td>
<td>33,357</td>
<td>6,018</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Municipal Court</td>
<td>254,412</td>
<td>224,773</td>
<td>580,462</td>
<td>300,276</td>
<td>304,758</td>
<td>299,444</td>
<td>299,464</td>
<td>249,232</td>
<td>114,687</td>
<td>106,242</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>284,846</td>
<td>255,774</td>
<td>593,689</td>
<td>318,739</td>
<td>315,556</td>
<td>312,814</td>
<td>332,821</td>
<td>255,250</td>
<td>114,687</td>
<td>106,242</td>
</tr>
<tr>
<td><strong>NET PROFIT</strong></td>
<td>$381,734</td>
<td>$430,722</td>
<td>$414,196</td>
<td>$375,255</td>
<td>$411,337</td>
<td>$378,813</td>
<td>$628,887</td>
<td>$175,296</td>
<td>$(14,370)</td>
<td>$43,758</td>
</tr>
</tbody>
</table>
UTILITY ADMINISTRATION
• Working with Harmony regarding software interfacing issues (Arcela)

• Working with Tyler Technologies regarding set up of water billing software (Ruth)

• Attended Tyler Connect 2019 in Dallas (Ruth & Cheryl)
UTILITY ADMINISTRATION

• NEW TIPS & TRICKS
  • Tyler Notify (robo-calls)
  • Still working on clearinghouse with Pinnacle Bank (online bill pay customers)
  • Barcode scanners for taking utility payments
  • Remit Plus – check scanning
  • Lobby kiosks for paying utility bills
Finance Department is FULL!

Larissa Ward
Municipal Court Administrator

Diane Helms
Finance Support Clerk

Arcela Borland
Utility Administrative Assistant

Cheryl Estes
Finance Director

Ruth Babel
Utility Billing Specialist
HUMAN RESOURCES
To: Mayor and Council  
From: Dan Warner, Fire Chief  
Date: 04/19/2019  
Re: Staff Report for March 2019

The following is a report of the Fire Department activities for the month of March. Additional information is available in the attached Appendices.

**Response Statistics**

<table>
<thead>
<tr>
<th></th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Calls</td>
<td>153</td>
<td>143</td>
<td>158</td>
<td>160</td>
<td>123</td>
<td>147</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>884</td>
</tr>
<tr>
<td>Fire Calls</td>
<td>48</td>
<td>35</td>
<td>46</td>
<td>45</td>
<td>32</td>
<td>41</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>247</td>
</tr>
<tr>
<td>EMS Calls</td>
<td>105</td>
<td>108</td>
<td>112</td>
<td>115</td>
<td>91</td>
<td>106</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>637</td>
</tr>
<tr>
<td>Response Time in City</td>
<td>05:28</td>
<td>04:47</td>
<td>05:02</td>
<td>04:46</td>
<td>05:52</td>
<td>04:53</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>05:08</td>
</tr>
<tr>
<td>Responses in City</td>
<td>86</td>
<td>80</td>
<td>90</td>
<td>98</td>
<td>72</td>
<td>77</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>503</td>
</tr>
<tr>
<td>Responses Outside City</td>
<td>65</td>
<td>63</td>
<td>68</td>
<td>62</td>
<td>51</td>
<td>70</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>379</td>
</tr>
<tr>
<td>Mutual Aid Received</td>
<td>30</td>
<td>26</td>
<td>40</td>
<td>37</td>
<td>29</td>
<td>34</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>196</td>
</tr>
<tr>
<td>Mutual Aid Given</td>
<td>17</td>
<td>13</td>
<td>16</td>
<td>13</td>
<td>14</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>94</td>
</tr>
<tr>
<td>EMS Transports</td>
<td>61</td>
<td>67</td>
<td>58</td>
<td>62</td>
<td>41</td>
<td>54</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>343</td>
</tr>
<tr>
<td>EMS Collection</td>
<td>$43,443.57</td>
<td>$31,115.11</td>
<td>$13,371.88</td>
<td>$29,768.76</td>
<td>$22,211.75</td>
<td>$32,702.49</td>
<td>$174,613.56</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Avg. Charge per Transport</td>
<td>$1,280.20</td>
<td>$1,257.33</td>
<td>$1,236.67</td>
<td>$1,597.36</td>
<td>$1,772.70</td>
<td>$1,831.37</td>
<td>$1,495.94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Avg. Revenue per Transport</td>
<td>$8.99</td>
<td>$93.21</td>
<td>$716.76</td>
<td>$480.14</td>
<td>$516.55</td>
<td>$605.60</td>
<td>$403.54</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overlapping Calls</td>
<td>27</td>
<td>30</td>
<td>29</td>
<td>24</td>
<td>31</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>169</td>
</tr>
<tr>
<td>No Crews</td>
<td>13</td>
<td>10</td>
<td>11</td>
<td>13</td>
<td>6</td>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>69</td>
</tr>
<tr>
<td>Volunteer FF Responses to Calls</td>
<td>40</td>
<td>45</td>
<td>22</td>
<td>27</td>
<td>25</td>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>176</td>
</tr>
<tr>
<td>Training Hours</td>
<td>279</td>
<td>222</td>
<td>227</td>
<td>231</td>
<td>223</td>
<td>180</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1362</td>
</tr>
</tbody>
</table>

**Year by Year Comparison**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Calls</td>
<td>1888</td>
<td>884</td>
</tr>
<tr>
<td>Fire Calls</td>
<td>552</td>
<td>247</td>
</tr>
<tr>
<td>EMS Calls</td>
<td>1336</td>
<td>637</td>
</tr>
<tr>
<td>Avg. Response Time in City</td>
<td>05:08</td>
<td>11:57</td>
</tr>
<tr>
<td>Avg. Response Time</td>
<td>7m:8s</td>
<td>11:57</td>
</tr>
<tr>
<td>Responses in City</td>
<td>999</td>
<td>503</td>
</tr>
<tr>
<td>Responses Outside City</td>
<td>889</td>
<td>379</td>
</tr>
<tr>
<td>Mutual Aid Received</td>
<td>456</td>
<td>196</td>
</tr>
<tr>
<td>Mutual Aid Given</td>
<td>194</td>
<td>94</td>
</tr>
<tr>
<td>EMS Transports</td>
<td>Insufficient data</td>
<td>343</td>
</tr>
<tr>
<td>EMS Collection</td>
<td>$318,920.00</td>
<td>$174,613.56</td>
</tr>
<tr>
<td>Average Charge per Transport</td>
<td>Insufficient data</td>
<td>$1,495.94</td>
</tr>
<tr>
<td>Avg. Revenue per Transport</td>
<td>Insufficient data</td>
<td>$403.54</td>
</tr>
<tr>
<td>Overlapping Calls</td>
<td>371</td>
<td>169</td>
</tr>
<tr>
<td>No Crews</td>
<td>180</td>
<td>69</td>
</tr>
<tr>
<td>Volunteer FF Responses to Calls</td>
<td>408</td>
<td>176</td>
</tr>
<tr>
<td>Training Hours</td>
<td>812</td>
<td>1362</td>
</tr>
</tbody>
</table>
Total Runs, Overlapping Calls, No Crew Calls

- **False Alarm & False Call**
- **Good Intent Call**
- **Service Call**
- **Fire**
- **Rescue & Emergency Medical**
- **Service Incident**
Definitions

1. **Response time**: The duration between being dispatched to first arrival on the scene.
2. **Overlapping responses**: Requests for service that occurred while Keene Fire Rescue was involved with another incident. This indicates two or more calls for service occurring at the same time and provides an approximation of the demand for emergency services in the response district.
3. **No Crew**: Keene Fire Rescue was unable to respond to a call for service in our emergency response district because the personnel were engaged on another call or calls. Another agency had to respond to this call for service from outside of our emergency response district.

Projects

*Fire Department Parking Lot*

Depending on weather, the contractor expects to start around April the 18th.

*Fire Department Shore Lines for Vehicles That Are Outside the Bays*

Putnam Electric is expected to start this project in early May.
Appendix – A

Incident Statistics
### Incident Statistics

Start Date: 03/01/2019 | End Date: 03/31/2019

<table>
<thead>
<tr>
<th>INCIDENT TYPE</th>
<th># INCIDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS</td>
<td>107</td>
</tr>
<tr>
<td>FIRE</td>
<td>41</td>
</tr>
<tr>
<td>TOTAL</td>
<td>148</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL TRANSPORTS (N2 and N3)</th>
</tr>
</thead>
<tbody>
<tr>
<td># of APPARATUS TRANSPORTS</td>
</tr>
<tr>
<td># of PATIENT TRANSPORTS</td>
</tr>
<tr>
<td>TOTAL # of PATIENT CONTACTS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th># of APPARATUS TRANSPORTS</th>
<th># of PATIENT TRANSPORTS</th>
<th>TOTAL # of PATIENT CONTACTS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRE-INCIDENT VALUE</th>
<th>LOSSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CO CHECKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MUTUAL AID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
</tr>
<tr>
<td>Aid Given</td>
</tr>
<tr>
<td>Aid Received</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OVERLAPPING CALLS</th>
<th># OVERLAPPING</th>
<th>% OVERLAPPING</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>28</td>
<td>18.92</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Station</td>
</tr>
<tr>
<td>------------</td>
</tr>
<tr>
<td>Station 78</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AVERAGE FOR ALL CALLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>0:07:16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Station</td>
</tr>
<tr>
<td>------------</td>
</tr>
<tr>
<td>Station 78</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AVERAGE FOR ALL CALLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>0:01:20</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>AVERAGE TIME ON SCENE (MM:SS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keene Fire Dept</td>
<td>20:54</td>
</tr>
</tbody>
</table>

---

Only Reviewed Incidents Included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.
Appendix – B

Incident Types
### Incident Type Count per Station for Date Range

Start Date: 03/01/2019 | End Date: 03/31/2019

<table>
<thead>
<tr>
<th>INCIDENT TYPE</th>
<th># INCIDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Station: 78 - STATION 78</td>
<td></td>
</tr>
<tr>
<td>111 - Building fire</td>
<td>5</td>
</tr>
<tr>
<td>118 - Trash or rubbish fire, contained</td>
<td>1</td>
</tr>
<tr>
<td>140 - Natural vegetation fire, other</td>
<td>1</td>
</tr>
<tr>
<td>151 - Outside rubbish, trash or waste fire</td>
<td>1</td>
</tr>
<tr>
<td>321 - EMS call, excluding vehicle accident with injury</td>
<td>92</td>
</tr>
<tr>
<td>322 - Motor vehicle accident with injuries</td>
<td>3</td>
</tr>
<tr>
<td>324 - Motor vehicle accident with no injuries</td>
<td>12</td>
</tr>
<tr>
<td>421 - Chemical hazard (no spill or leak)</td>
<td>1</td>
</tr>
<tr>
<td>440 - Electrical wiring/equipment problem, other</td>
<td>2</td>
</tr>
<tr>
<td>444 - Power line down</td>
<td>1</td>
</tr>
<tr>
<td>445 - Arcing, shorted electrical equipment</td>
<td>1</td>
</tr>
<tr>
<td>554 - Assist invalid</td>
<td>7</td>
</tr>
<tr>
<td>561 - Unauthorized burning</td>
<td>1</td>
</tr>
<tr>
<td>611 - Dispatched &amp; cancelled en route</td>
<td>14</td>
</tr>
<tr>
<td>622 - No incident found on arrival at dispatch address</td>
<td>2</td>
</tr>
<tr>
<td>700 - False alarm or false call, other</td>
<td>3</td>
</tr>
<tr>
<td>740 - Unintentional transmission of alarm, other</td>
<td>1</td>
</tr>
</tbody>
</table>

# Incidents for 78 - Station 78: 148

Only REVIEWED incidents included.
## Incident Count per User-Defined Fields for Date Range
Start Date: 03/01/2019 | End Date: 03/31/2019

<table>
<thead>
<tr>
<th>ANSWERS</th>
<th># INCIDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>USER-DEFINED FIELD: Was there mutual-aid received or provided?</td>
<td></td>
</tr>
<tr>
<td>No</td>
<td>93</td>
</tr>
<tr>
<td>Yes</td>
<td>55</td>
</tr>
</tbody>
</table>

| USER-DEFINED FIELD: What Department was the aid given to? (Required) | |
|--------------------------------------------------------------------------------|
| Alvarado FD | 11 |
| AMR | 3 |
| Cleburne FD | 1 |
| Joshua VFD | 4 |
| Liberty Chapel VFD | 1 |
| N/A | 128 |

| USER-DEFINED FIELD: What Department was the aid received from? (Required) | |
|--------------------------------------------------------------------------------|
| Alvarado FD | 4 |
| AMR | 23 |
| CareFlite Ground | 1 |
| Liberty Chapel VFD | 1 |
| Multiple FD's (Specify) | 5 |
| N/A | 114 |

| USER-DEFINED FIELD: If aid was given to "Other FD" specify here. | |
| N/A | 21 |

| USER-DEFINED FIELD: If aid was received from multiple departments please list in alphabetical order. If aid was received from "Other FD" specify here. | |
|--------------------------------------------------------------------------------|
| AMR, Joshua VFD | 4 |
| AMR, Joshus VFD | 1 |
| N/A | 21 |

| USER-DEFINED FIELD: Was there a delayed chute time? | |
| (Over 90 seconds) (Required) | |
| No | 143 |
| Yes | 5 |

Only User-Defined values selected in the CUSTOM field of an incident included. Only REVIEWED incidents included in count.
<table>
<thead>
<tr>
<th>Answers</th>
<th># Incidents</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>143</td>
</tr>
<tr>
<td>Yes</td>
<td>5</td>
</tr>
</tbody>
</table>

**USER-DEFINED FIELD: If there was a delayed chute or response time please explain why in the area provided below. Remember this will be part of the PERMANENT RECORD.**

<table>
<thead>
<tr>
<th>Reason</th>
<th># Incidents</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-78 on another call in Alvarado's District</td>
<td>1</td>
</tr>
<tr>
<td>E-78 was on another call, once clear from the previous call E-78 responded.</td>
<td>1</td>
</tr>
<tr>
<td>M-78 was en route back to district from previous call.</td>
<td>1</td>
</tr>
<tr>
<td>M-78 was on a previous call and E-78R was on another previous call to respond.</td>
<td>1</td>
</tr>
<tr>
<td>N/A</td>
<td>20</td>
</tr>
<tr>
<td>No Crew available to respond.</td>
<td>1</td>
</tr>
<tr>
<td>We had to stage for scene safety</td>
<td>1</td>
</tr>
<tr>
<td>Yes, M-78 was returning from another call when we went en route.</td>
<td>1</td>
</tr>
</tbody>
</table>

**USER-DEFINED FIELD: Did Support Services respond?**

<table>
<thead>
<tr>
<th>Answer</th>
<th># Incidents</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>64</td>
</tr>
<tr>
<td>Yes</td>
<td>1</td>
</tr>
</tbody>
</table>
Appendix – C
Volunteer Participation
### Total Incidents per Personnel for Date Range

Personnel: Halvorsen, William; Kendall, Travis; Robbins, Donald; Roberts, Austin James; Stroud, Dakota C and 1 more | Sort By: Personnel | Start Date: 03/01/2019 | End Date: 03/31/2019

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Count</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halvorsen, William</td>
<td>1</td>
<td>0.68 %</td>
</tr>
<tr>
<td>Robbins, Donald</td>
<td>3</td>
<td>2.03 %</td>
</tr>
<tr>
<td>Roberts, Austin James</td>
<td>1</td>
<td>0.68 %</td>
</tr>
<tr>
<td>Trabucco, Gabriel A</td>
<td>12</td>
<td>8.11 %</td>
</tr>
<tr>
<td><strong>Sum of Individual Responses</strong></td>
<td><strong>17</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Total Incidents for Date Range</strong></td>
<td><strong>148</strong></td>
<td></td>
</tr>
</tbody>
</table>

Includes incidents where personnel responded to on or off an apparatus. Only REVIEWED incidents included.
### FIRE CALLS/EMS CALLS

#### Monthly Responses

<table>
<thead>
<tr>
<th></th>
<th>Fire</th>
<th>EMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct</td>
<td>48</td>
<td>105</td>
</tr>
<tr>
<td>Nov</td>
<td>35</td>
<td>108</td>
</tr>
<tr>
<td>Dec</td>
<td>46</td>
<td>112</td>
</tr>
<tr>
<td>Jan</td>
<td>45</td>
<td>115</td>
</tr>
<tr>
<td>Feb</td>
<td>32</td>
<td>91</td>
</tr>
<tr>
<td>March</td>
<td>41</td>
<td>107</td>
</tr>
</tbody>
</table>
### INCIDENT TYPES

**NFIRS* Category Types and Tally**

<table>
<thead>
<tr>
<th>Category Description</th>
<th>Tally</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 – Fire call</td>
<td>08</td>
</tr>
<tr>
<td>200 – Overpressure rupture, explosion, overheating</td>
<td>00</td>
</tr>
<tr>
<td>300 – Rescue and EMS incidents</td>
<td>107</td>
</tr>
<tr>
<td>400 - Hazardous conditions (no fire)</td>
<td>05</td>
</tr>
<tr>
<td>500 – Service call</td>
<td>08</td>
</tr>
<tr>
<td>600 – Good intent call</td>
<td>16</td>
</tr>
<tr>
<td>700 – False alarm and false call</td>
<td>04</td>
</tr>
<tr>
<td>800 – Severe weather and natural disaster</td>
<td>00</td>
</tr>
<tr>
<td>900 – Special incident type</td>
<td>00</td>
</tr>
</tbody>
</table>

*NFIRS* stands for National Fire Incident Reporting System.
## INCIDENT STATISTICS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Calls</td>
<td>153</td>
<td>143</td>
<td>158</td>
<td>160</td>
<td>123</td>
<td>148</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Calls</td>
<td>48</td>
<td>35</td>
<td>46</td>
<td>45</td>
<td>32</td>
<td>41</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overlapping Calls</td>
<td>27</td>
<td>30</td>
<td>29</td>
<td>24</td>
<td>31</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No Crew Calls</td>
<td>13</td>
<td>10</td>
<td>11</td>
<td>13</td>
<td>06</td>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## INCIDENT STATISTICS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Calls</td>
<td>153</td>
<td>143</td>
<td>158</td>
<td>160</td>
<td>123</td>
<td>148</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMS Calls</td>
<td>105</td>
<td>108</td>
<td>112</td>
<td>115</td>
<td>91</td>
<td>107</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMS Transports</td>
<td>61</td>
<td>67</td>
<td>58</td>
<td>62</td>
<td>43</td>
<td>54</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue</td>
<td>$29,768.76</td>
<td>$22,211.75</td>
<td>$32,702.49</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## VOLUNTEER STATISTICS

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Count</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halvorsen, William</td>
<td>01</td>
<td>0.68%</td>
</tr>
<tr>
<td>Robbins, Donald</td>
<td>03</td>
<td>2.03%</td>
</tr>
<tr>
<td>Roberts, Austin James</td>
<td>1</td>
<td>0.68%</td>
</tr>
<tr>
<td>Trabucco, Gabriel</td>
<td>12</td>
<td>8.11%</td>
</tr>
<tr>
<td>Sum of Individual Responses</td>
<td>17</td>
<td>11.5%</td>
</tr>
</tbody>
</table>
• Fire Department Parking Lot
  • Depending on weather, this project is expected to start on April 18, 2019
• Fire Department Electrical “Shore Lines”
  • This project is expected to start in early May 2019
Please indicate any additional information that the City Council wants to see in future monthly reports.
### Building Inspections & Permits

<table>
<thead>
<tr>
<th>PERMITS</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>MECHANICAL</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>ELECTRICAL</td>
<td>4</td>
<td>12</td>
<td>4</td>
<td>4</td>
<td>2</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>29</td>
</tr>
<tr>
<td>PLUMBING</td>
<td>7</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>8</td>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>34</td>
</tr>
<tr>
<td>C/O</td>
<td>0</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>NEW CONSTRUCTION</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>REMODELS</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>MISC</td>
<td>0</td>
<td>4</td>
<td>10</td>
<td>3</td>
<td>5</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>27</td>
</tr>
<tr>
<td>TOTAL PERMITS</td>
<td>11</td>
<td>26</td>
<td>23</td>
<td>13</td>
<td>15</td>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>108</td>
</tr>
</tbody>
</table>

#### Permits Mar 2018 vs Mar 2019

![Bar chart comparing permits issued in March 2018 vs March 2019 for Plumbing, Electrical, and Other categories](chart.png)

- **Plumbing**
- **Electrical**
- **Other: Fence, C/O, Outbuilding, etc**
# Building Inspections & Permits

<table>
<thead>
<tr>
<th>ZONING</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&amp;2 FAMILY</td>
<td>8</td>
<td>12</td>
<td>12</td>
<td>5</td>
<td>13</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>32</td>
</tr>
<tr>
<td>MULTI FAMILY</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>MOBILE HOME</td>
<td>2</td>
<td>9</td>
<td>6</td>
<td>6</td>
<td>0</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>17</td>
</tr>
<tr>
<td>COMMERCIAL</td>
<td>6</td>
<td>4</td>
<td>5</td>
<td>2</td>
<td>2</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>25</td>
</tr>
<tr>
<td>INDUSTRIAL</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

## Zoning Areas

- **1&2 Family**
- **Mobile Home**
- **Commercial**
## Building Inspections & Permits

<table>
<thead>
<tr>
<th></th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>MINOR PLATS</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>VARIANCES</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>WAIVERS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
MONTHLY REPORT
March 2019

PATROL DIVISION

ARRESTS 12

5 Arrests resulting from calls for service from the public or officer initiated contact other than traffic stops
7 Arrests resulting from officer-initiated traffic stops
3 Felony Charges: Assault Causing Bodily Injury on Public Servant (X2), Aggravated Assault (Family Violence)
7 Class A or B Misdemeanor Charges: Drug Possession (Opium), Driving While Intoxicated (X2), Drug Possession (Marijuana), DWLI W/pervious Conviction, DWLI W/ No Financial Responsibility, DWLI and Fail to ID Fugitive
4 Class C Charges: Assault (Class C) Family Violence (X2), Warrants: Other Agency, Warrants: Local

FAMILY VIOLENCE INCIDENTS 3 (All cleared by arrest)

MISSING PERSONS 0

ACCIDENTS 10

BURGLARY 1 (arrested)

BURGLARY OF A MOTOR VEHICLE 0

DISTURBANCES 19

THEFT 1

FRAUD 5

HARASSMENT 3

SEXUAL ASSAULT 0

DRUGS SEIZED Opium, Marijuana

JUVENILE ARRESTS 1 (Burglary of a Habitation)
COMPLAINTS 263
Abandoned Vehicle, Assist Other Agency (3), Burglary Alarm (14), Burglary in Progress, City Ordinance Violation (2), Criminal Mischief Vandalism (5), Criminal Trespass, Discharge Firearms, Disturbance (19), EMS Assist (4), FD Assist (3), Found Property, Harassment (3), Juvenile Contact (6), Noise Ordinance Violation (8), PR Contact (28), Prowler (5), Reckless Driver (11), Suicidal Person (4), Suspicious Person (11), Suspicious Vehicle (8), Theft (4), Threats (2), Welfare Check (9)

TRAFFIC STOPS 217
Citations 120
Warnings 123

CLOSE PATROLS 305

ARRESTS
Assault Causing Bodily Injury on Public Servant (X2), Aggravated Assault (Family Violence), : Drug Possession (Opium), Driving While Intoxicated (X2), Drug Possession (Marijuana), DWLI W/previous Conviction, DWLI W/ No Financial Responsibility, DWLI and Fail to ID Fugitive, Assault (Class C) Family Violence (X2), Warrants: Other Agency, Warrants: Local

BURGLARIES AND THEFTS
Dirt Bike, Audio/Visual Recordings, Sand Bags
### March COMPARISON 2018 VS 2019

<table>
<thead>
<tr>
<th></th>
<th>Mar-18</th>
<th>Mar-19</th>
<th>Difference</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assault</td>
<td>5</td>
<td>7</td>
<td>2</td>
<td>40%</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>100%</td>
</tr>
<tr>
<td>UUMV</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>-100%</td>
</tr>
<tr>
<td>Theft</td>
<td>7</td>
<td>1</td>
<td>-6</td>
<td>-86%</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>1</td>
<td>0</td>
<td>-1</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>13</td>
<td>9</td>
<td>-4</td>
<td>-31%</td>
</tr>
</tbody>
</table>
### YEAR TO DATE 2018 VS 2019

<table>
<thead>
<tr>
<th></th>
<th>2018 YTD</th>
<th>2019 YTD</th>
<th>Difference</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assault</td>
<td>13</td>
<td>17</td>
<td>4</td>
<td>31%</td>
</tr>
<tr>
<td>Burglary</td>
<td>1</td>
<td>8</td>
<td>7</td>
<td>100%</td>
</tr>
<tr>
<td>UUMV</td>
<td>1</td>
<td>0</td>
<td>-1</td>
<td>-100%</td>
</tr>
<tr>
<td>Theft</td>
<td>12</td>
<td>7</td>
<td>-5</td>
<td>-42%</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Total</td>
<td>28</td>
<td>33</td>
<td>5</td>
<td>18%</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>Feb</td>
<td>Mar</td>
<td>Apr</td>
</tr>
<tr>
<td>--------------------------</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>Burglary</td>
<td>4</td>
<td>3</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Assault</td>
<td>4</td>
<td>6</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>Sex Assault</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Theft</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>UUMV</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Adult Arrests</td>
<td>13</td>
<td>17</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Juv Arrests</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Traffic Stops</td>
<td>208</td>
<td>171</td>
<td>217</td>
<td></td>
</tr>
<tr>
<td>Citations</td>
<td>129</td>
<td>143</td>
<td>120</td>
<td></td>
</tr>
<tr>
<td>Warnings</td>
<td>133</td>
<td>146</td>
<td>123</td>
<td></td>
</tr>
<tr>
<td>Close Patrols</td>
<td>301</td>
<td>297</td>
<td>305</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Adult Felony Cases Filed</td>
<td>Adult Misd. Cases Filed</td>
<td>Juv Felony Cases Filed</td>
<td>Juv Misd. Cases Filed</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------</td>
<td>-------------------------</td>
<td>-----------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>3</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>2</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Cases Filed</strong></td>
<td><strong>14</strong></td>
<td><strong>9</strong></td>
<td><strong>0</strong></td>
<td><strong>1</strong></td>
</tr>
<tr>
<td>NEW CASES</td>
<td>IN PERSON INTERVIEWS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>---------------------------------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900170 - Possession of Dangerous Drug</td>
<td>Victims - 5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900177 - DWI</td>
<td>Witnesses - 8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900180 - Assault M/A</td>
<td>Suspects - 3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900182 - Info: Poss Child Predator</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900184 - Theft $100 - $750</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900185 - Exhibition, Use/Threat of Exhibition, Use of Firearm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900188 - Poss. MJ u/ 2oz</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900193 - DWLI w/ Previous Conviction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900205 - Info: Possible Sexual Assault of a Child</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900214 - Criminal Mischief</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900217 - Agg. Assault w/ Deadly Weapon FV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900218 - DWI/ Assault on Public Servant X2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900223 - DWLI w/ previous conviction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900224 - DWLI w/ previous conviction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900231 - Info: Possible Sexual Assault of a Child</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900234 - Burglary of Habitation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900245 - Burglary of a Building changed to Criminal Mischief</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| CAC                                           | MISCELLANEOUS                        |
|                                               |                                      |
| 5 Interviews - 3 Sexual abuse, 2 Risk assessments | CPS Referrals - 5                   |
| Monthly Meeting                               | 8 hr OSSI class                      |
|                                               | Assisted KISD PD with 3 investigations |

<table>
<thead>
<tr>
<th>CITATIONS</th>
<th>WARRANTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Failure to Comply with Requirements on Striking Unattended Vehicle</td>
<td>Assault M/A</td>
</tr>
</tbody>
</table>

| GRAND JURY                                    |                                       |
|                                               |                                       |
| Theft $7500 - $30,000                          |                                       |
| Retaliation                                   |                                       |
Racial Profiling Report

Agency Name: KEENE POLICE DEPARTMENT
Reporting Date: January 2018 - December 2018
TCOLE Agency Number: 251208
Chief Administrator: EMMITT R JACKSON
Agency Contact
Phone: (817)641-7831
Email: CHIEFJACKSON@KEENEPD.ORG
Mailing Address: 203 W. HILLCREST KEENE, TX 76059

By submitting, the chief administrator affirms that the agency has a policy in place in accordance with Texas Code of Criminal Procedure §2.132, and that the policy:

(1) clearly defines acts constituting racial profiling;
(2) strictly prohibits peace officers employed by the agency from engaging in racial profiling;
(3) implements 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) provides 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) requires 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) requires 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;
   (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
   (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) requires 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.

Executed by: EMMITT R JACKSON
Date: 01/07/2019 08:51
KEEN POLICE DEPARTMENT Racial Profiling Information

Total stops: 2791

1. Gender
CCP 2.133(b)(1)(a)

1.1 Female: 1120
1.2 Male: 1671

2. Race or Ethnicity
CCP 2.132(a)(3), 2.132(b)(6)(A), 2.133(b)(1)(B)

2.1 Black: 233
2.2 Asian / Pacific Islander: 65
2.3 White: 1803
2.4 Hispanic/Latino: 678
2.5 Alaska Native/American Indian: 12

3. Was race or ethnicity known prior to stop?
CCP 2.132(b)(6)(C)

3.1 Yes: 37
3.2 No: 2754

4. Reason for stop?
CCP 2.132(b)(6)(F), 2.133(b)(2)

4.1 Violation of law: 47
4.2 Pre existing knowledge: 15
4.3 Moving traffic violation: 1828
4.4 Vehicle traffic violation: 901

5. Street address or approximate location of the stop
CCP 2.132(b)(6)(E), 2.133(b)(7)

5.1 City street: 1199
5.2 US highway: 1444
5.3 County road: 49
5.4 Private property or other: 99
6. Was a search conducted?
CCP 2.132(b)(6)(B), 2.133(b)(3)

6.1 Yes: 59
6.2 No: 2732

7. Reason for Search?
7.1 Consent: 20
7.2 Contraband in plain view: 2
7.3 Probable cause: 20
7.4 Inventory: 7
7.5 Incident to arrest: 10
CCP 2.132(b)(6)(B), 2.133(b)(3)
CCP 2.133(b)(5)(A)
CCP 2.133(b)(5)(B)
CCP 2.133(b)(5)(C)
CCP 2.133(b)(5)(C)

8. Was Contraband discovered?
CCP 2.133(b)(4)

8.1 Yes: 35
8.2 No: 24

9. Description of contraband
CCP 2.133(b)(4)

9.1 Drugs: 26
9.2 Currency: 0
9.3 Weapons: 0
9.4 Alcohol: 9
9.5 Stolen property: 0
9.6 Other: 0

10. Result of the stop
10.1 Verbal warning: 758
10.2 Written warning: 736
10.3 Citation: 1225
10.4 Arrest: 43
10.5 Use of force resulting in bodily injury: 2
CCP 2.133(b)(8)
CCP 2.133(b)(8)
CCP 2.133(b)(8)
CCP 2.133(b)(6)
CCP 2.132(b)(6)(D), 2.133(b)(9)

11. Arrest based on
CCP 2.133(b)(6)

11.1 Violation of Penal Code: 14
11.2 Violation of Traffic Law: 8
11.3 Violation of City Ordinance: 0
11.4 Outstanding Warrant: 18
### 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th>Race</th>
<th>Total Stops</th>
<th>Percentage of Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black</td>
<td>233</td>
<td>8.33%</td>
</tr>
<tr>
<td>Asian/Pacific Islander</td>
<td>65</td>
<td>2.33%</td>
</tr>
<tr>
<td>Hispanic/Latino</td>
<td>678</td>
<td>24.29%</td>
</tr>
<tr>
<td>White</td>
<td>1,803</td>
<td>64.60%</td>
</tr>
<tr>
<td>Alaska Native/American Indian</td>
<td>12</td>
<td>0.43%</td>
</tr>
</tbody>
</table>

**2018 STOPS BY RACE**

- **Total Stops by Race**: 2,791
- **Percentage of Total Stops**: 100%
# 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th>Reason for Stop</th>
<th>Violation of Law</th>
<th>Pre-Existing Knowledge</th>
<th>Moving Traffic Violation</th>
<th>Vehicle Traffic Violation</th>
<th>Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>47</td>
<td>15</td>
<td>1828</td>
<td>901</td>
<td>2791</td>
</tr>
<tr>
<td>Percentage of Total Stops</td>
<td>1.68%</td>
<td>0.54%</td>
<td>65.50%</td>
<td>32.28%</td>
<td></td>
</tr>
</tbody>
</table>
### 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th></th>
<th>Verbal Warning</th>
<th>Written Warning</th>
<th>Citation</th>
<th>Arrest</th>
<th>Use of Force Resulting in Injury</th>
<th>Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Result of Stop</td>
<td>758</td>
<td>786</td>
<td>1225</td>
<td>43</td>
<td>2</td>
<td>2791</td>
</tr>
<tr>
<td>Percentage of Total Stops</td>
<td>27.16%</td>
<td>28.16%</td>
<td>43.89%</td>
<td>1.54%</td>
<td>0.07%</td>
<td></td>
</tr>
</tbody>
</table>

### 2018 RESULTS OF STOPS

- **Verbal Warning**: 758 (27.16%)  
- **Written Warning**: 786 (28.16%)  
- **Citation**: 1225 (43.89%)  
- **Arrest**: 43 (1.54%)  
- **Use of Force Resulting in Injury**: 2 (0.07%)
# 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Search Conducted</td>
<td>59</td>
<td>2732</td>
<td>2791</td>
</tr>
<tr>
<td>Percentage of Total Stops</td>
<td>2.11%</td>
<td>97.89%</td>
<td></td>
</tr>
</tbody>
</table>

**2018 VEHICLE SEARCHES**

- Search Conducted
- Percentage of Total Stops
# 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Total Searches</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contraband Discovered</td>
<td>35</td>
<td>24</td>
<td>59</td>
</tr>
<tr>
<td>Percentage of Total Searches</td>
<td>59.32%</td>
<td>40.68%</td>
<td></td>
</tr>
</tbody>
</table>

## 2018 VEHICLE SEARCHES

- **Contraband Discovered**
  - Yes: 35
  - No: 24

- **Percentage of Total Searches**
  - Yes: 59.32%
  - No: 40.68%
### 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th>Description of Contraband</th>
<th>Drugs</th>
<th>Currency</th>
<th>Weapons</th>
<th>Alcohol</th>
<th>Stolen Property</th>
<th>Other</th>
<th>Total Contraband</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>25</td>
<td>0</td>
<td>0</td>
<td>9</td>
<td>0</td>
<td>0</td>
<td>35</td>
</tr>
<tr>
<td>Percentage of Total Contraband</td>
<td>74.29%</td>
<td>0.00%</td>
<td>0.00%</td>
<td>25.71%</td>
<td>0.00%</td>
<td>0.00%</td>
<td>35</td>
</tr>
</tbody>
</table>

**CONTRABAND TYPE**

- **Description of Contraband**
- **Percentage of Total Contraband**
March 2019

Patrol Division:

ARRESTS 12

• 5 Arrests resulting from calls for service from the public or officer initiated contact other than traffic stops
• 7 Arrests resulting from officer-initiated traffic stops
• 3 Felony Charges: Tamper Fabricate Physical Evidence, Assault : Impede Breath/Circulation
• 7 Class A or B Misdemeanor Charges: X2 Failure to Identify, X3 Assault: Causing Bodily Injury (Family Violence), Theft $750 < $2500, Interfere with Emergency Telephone Call, DWI
• 4 Class C Charges: X4 Other Agency Warrants, Public Intoxication, PODP, DWLI
• FAMILY VIOLENCE INCIDENTS 3 (All cleared by arrest)
• MISSING PERSONS 0
• ACCIDENTS 10
• BURGLARY 1 (arrested)
• BURGLARY OF A MOTOR VEHICLE 0
• DISTURBANCES 19
• THEFT 1
• FRAUD 5
• HARASSMENT 3
• SEXUAL ASSAULT 0
• DRUGS SEIZED – Opium, Marijuana
• JUVENILE ARRESTS 1 (Burglary of a Habitation)
COMPLAINTS 263

Abandoned Vehicle, Assist Other Agency (3), Burglary Alarm (14), Burglary in Progress, City Ordinance Violation (2), Criminal Mischief Vandalism (5), Criminal Trespass, Discharge Firearms, Disturbance (19), EMS Assist (4), FD Assist (3), Found Property, Harassment (3), Juvenile Contact (6), Noise Ordinance Violation (8), PR Contact (28), Prowler (5), Reckless Driver (11), Suicidal Person (4), Suspicious Person (11), Suspicious Vehicle (8), Theft (4), Threats (2), Welfare Check (9)

TRAFFIC STOPS 217

Citations 120
Warnings 123

ARRESTS

Assault Causing Bodily Injury on Public Servant (X2), Aggravated Assault (Family Violence), Drug Possession (Opium), Driving While Intoxicated (X2), Drug Possession (Marijuana), DWLI W/ previous Conviction, DWLI W/ No Financial Responsibility, DWLI and Fail to ID Fugitive, Assault (Class C) Family Violence (X2), Warrants: Other Agency, Warrants: Local

BURGLARIES AND THEFTS

Dirt Bike, Audio/Visual Recordings, Sand Bags
# MARCH COMPARISON 2018 VS 2019

<table>
<thead>
<tr>
<th></th>
<th>Mar-18</th>
<th>Mar-19</th>
<th>Difference</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assault</td>
<td>5</td>
<td>7</td>
<td>2</td>
<td>40%</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>100%</td>
</tr>
<tr>
<td>UUMV</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>-100%</td>
</tr>
<tr>
<td>Theft</td>
<td>7</td>
<td>1</td>
<td>-6</td>
<td>-86%</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>1</td>
<td>0</td>
<td>-1</td>
<td>100%</td>
</tr>
<tr>
<td>Total</td>
<td>13</td>
<td>9</td>
<td>-4</td>
<td>-31%</td>
</tr>
</tbody>
</table>
MARCH COMPARISON 2018 VS 2019

- Assault
- Burglary
- UUMV
- Theft
- Robbery
- Homicide
- Sexual Assault
- Total

Mar-18 vs Mar-19

% change
### YEAR TO DATE COMPARISON 2018 VS 2019

<table>
<thead>
<tr>
<th>Category</th>
<th>2018 YTD</th>
<th>2019 YTD</th>
<th>Difference</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assault</td>
<td>13</td>
<td>17</td>
<td>4</td>
<td>31%</td>
</tr>
<tr>
<td>Burglary</td>
<td>1</td>
<td>8</td>
<td>7</td>
<td>100%</td>
</tr>
<tr>
<td>UUMV</td>
<td>1</td>
<td>0</td>
<td>-1</td>
<td>-100%</td>
</tr>
<tr>
<td>Theft</td>
<td>12</td>
<td>7</td>
<td>-5</td>
<td>-42%</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Total</td>
<td>28</td>
<td>33</td>
<td>5</td>
<td>18%</td>
</tr>
</tbody>
</table>
YEAR TO DATE COMPARISON 2018 VS 2019

<table>
<thead>
<tr>
<th>Category</th>
<th>2018 YTD</th>
<th>2019 YTD</th>
<th>Difference</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assault</td>
<td>15</td>
<td>20</td>
<td>+5</td>
<td>+33.33%</td>
</tr>
<tr>
<td>Burglary</td>
<td>10</td>
<td>15</td>
<td>+5</td>
<td>+50.00%</td>
</tr>
<tr>
<td>UUMV</td>
<td>2</td>
<td>5</td>
<td>+3</td>
<td>+150.00%</td>
</tr>
<tr>
<td>Theft</td>
<td>-2</td>
<td>-5</td>
<td>-3</td>
<td>-50.00%</td>
</tr>
<tr>
<td>Robbery</td>
<td>12</td>
<td>10</td>
<td>-2</td>
<td>-16.67%</td>
</tr>
<tr>
<td>Homicide</td>
<td>3</td>
<td>0</td>
<td>-3</td>
<td>-100.00%</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>4</td>
<td>5</td>
<td>+1</td>
<td>+25.00%</td>
</tr>
<tr>
<td>Total</td>
<td>52</td>
<td>57</td>
<td>+5</td>
<td>+9.62%</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>Feb</td>
<td>Mar</td>
<td>Apr</td>
</tr>
<tr>
<td>----------------</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td><strong>Burglary</strong></td>
<td>4</td>
<td>3</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td><strong>Assault</strong></td>
<td>4</td>
<td>6</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td><strong>Sex Assault</strong></td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Robbery</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Theft</strong></td>
<td>5</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td><strong>UUMV</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Homicide</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Adult Arrests</strong></td>
<td>13</td>
<td>17</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td><strong>Juv Arrests</strong></td>
<td>1</td>
<td>0</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td><strong>Traffic Stops</strong></td>
<td>208</td>
<td>171</td>
<td>217</td>
<td></td>
</tr>
<tr>
<td><strong>Citations</strong></td>
<td>129</td>
<td>143</td>
<td>120</td>
<td></td>
</tr>
<tr>
<td><strong>Warnings</strong></td>
<td>133</td>
<td>146</td>
<td>123</td>
<td></td>
</tr>
<tr>
<td><strong>Close Patrols</strong></td>
<td>301</td>
<td>297</td>
<td>305</td>
<td></td>
</tr>
</tbody>
</table>
# CID MARCH 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Adult Felony Cases Filed</th>
<th>Adult Misd. Cases Filed</th>
<th>Juv Felony Cases Filed</th>
<th>Juv Misd. Cases Filed</th>
<th>Refiles</th>
<th>Unfounded</th>
<th>Cleared Arrest</th>
<th>X Cleared</th>
<th>Clear No Leads</th>
<th>Inact.</th>
<th>Affid of Non-Pro</th>
<th>Info. Report</th>
<th>Trans. to Other Agency</th>
<th>Recovered Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>3</td>
<td>1</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>9</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>14</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total Cases Filed</strong></td>
<td><strong>14</strong></td>
<td><strong>Total Cases Cleared</strong></td>
<td><strong>16</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>NEW CASES</td>
<td>IN PERSON INTERVIEWS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------</td>
<td>----------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900170 - Possession of Dangerous Drug</td>
<td>Victims - 5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900177 - DWI</td>
<td>Witnesses - 8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900180 - Assault M/A</td>
<td>Suspects -3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900182 - Info: Poss Child Predator</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900184 - Theft $100 - $750</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900185 - Exhibition, Use/Threat of Exhibition, Use of Firearm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900188 - Poss. MJ u/ 2oz</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900193 - DWLI w/ Previous Conviction</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900205 - Info: Possible Sexual Assault of a Child</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900214 - Criminal Mischief</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900217 - Agg. Assault w/ Deadly Weapon FV</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900218 - DWI/ Assault on Public Servant X2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900223 - DWLI w/ previous conviction</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900224 - DWLI w/ previous conviction</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900231 - Info: Possible Sexual Assault of a Child</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900234 - Burglary of Habitation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900245 - Burglary of a Building changed to Criminal Mischief</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Interviews - 3 Sexual abuse, 2 Risk assessments</td>
</tr>
<tr>
<td>Monthly Meeting</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MISCELLANEOUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPS Referrals - 5</td>
</tr>
<tr>
<td>8 hr OSSI class</td>
</tr>
<tr>
<td>Assisted KISD PD with 3 investigations</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Failure to Comply with Requirements on Striking Unattended Vehicle</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GRAND JURY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theft $7500 - $30,000</td>
</tr>
<tr>
<td>Retaliation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WARRANTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assault M/A</td>
</tr>
</tbody>
</table>
## 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th></th>
<th>Black</th>
<th>Asian/Pacific Islander</th>
<th>White</th>
<th>Hispanic/Latino</th>
<th>Alaska Native/American Indian</th>
<th>Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Stops</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2791</td>
</tr>
<tr>
<td>by Race</td>
<td>233</td>
<td>65</td>
<td>1803</td>
<td>678</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td><strong>Percentage</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>of Total Stops</td>
<td>8.35%</td>
<td>2.33%</td>
<td>64.60%</td>
<td>24.29%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2018 RACIAL PROFILING BREAKDOWN

2018 STOPS BY RACE

- **Black**: 233 (8.35%)
- **Asian/Pacific Islander**: 65 (2.33%)
- **White**: 1803 (64.60%)
- **Hispanic/Latino**: 678 (24.29%)
- **Alaska Native/American Indian**: 12 (0.43%)

Total Stops By Race

Percentage of Total Stops
## 2018 RACIAL PROFILING BREAKDOWN

<table>
<thead>
<tr>
<th>Reason For Stop</th>
<th>Violation of Law</th>
<th>Pre-Existing Knowledge</th>
<th>Moving Traffic Violation</th>
<th>Vehicle Traffic Violation</th>
<th>Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of Total Stops</td>
<td>1.68%</td>
<td>0.54%</td>
<td>65.50%</td>
<td>32.28%</td>
<td>2791</td>
</tr>
</tbody>
</table>
2018 RACIAL PROFILING BREAKDOWN

2018 REASON FOR STOP

- **Drugs**: 26 cases, 74.29% of contraband
- **Currency**: 0 cases, 0.00% of contraband
### 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th>Result of Stop</th>
<th>Verbal Warning</th>
<th>Written Warning</th>
<th>Citation</th>
<th>Arrest</th>
<th>Use of Force Resulting in Injury</th>
<th>Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td>758</td>
<td>786</td>
<td>1225</td>
<td>43</td>
<td>2</td>
<td></td>
<td>2791</td>
</tr>
<tr>
<td>27.16%</td>
<td>28.16%</td>
<td>43.89%</td>
<td>1.54%</td>
<td>0.07%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note: The percentage values are approximate and subject to rounding.*
2018 RACIAL PROFILING BREAKDOWN

2018 RESULTS OF STOPS

<table>
<thead>
<tr>
<th>Result of Stop</th>
<th>Percentage of Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Verbal Warning</td>
<td>27.16%</td>
</tr>
<tr>
<td>Written Warning</td>
<td>28.16%</td>
</tr>
<tr>
<td>Citation</td>
<td>43.89%</td>
</tr>
<tr>
<td>Arrest</td>
<td>1.54%</td>
</tr>
<tr>
<td>Use of Force Resulting in Injury</td>
<td>0.07%</td>
</tr>
</tbody>
</table>

758: Verbal Warning
786: Written Warning
1225: Citation
43: Arrest
2: Use of Force Resulting in Injury
## 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Total Stops</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Search Conducted</strong></td>
<td>59</td>
<td>2732</td>
<td>2791</td>
</tr>
<tr>
<td><strong>Percentage of Total Stops</strong></td>
<td>2.11%</td>
<td>97.89%</td>
<td></td>
</tr>
</tbody>
</table>
2018 RACIAL PROFILING BREAKDOWN

2018 VEHICLE SEARCHES

- **Drugs**: 26 searches, 74.29% of total contraband
- **Currency**: 0 searches, 0.00% of total contraband
## 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Total Searches</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contraband Discovered</td>
<td>35</td>
<td>24</td>
<td>59</td>
</tr>
<tr>
<td>Percentage of Total Searches</td>
<td>59.32%</td>
<td>40.68%</td>
<td></td>
</tr>
</tbody>
</table>
2018 RACIAL PROFILING BREAKDOWN

2018 VEHICLE SEARCHES

- **Drugs**: 26, 74.29%
- **Currency**: 0, 0.00%

Legend:
- Blue: Description of Contraband
- Orange: Percentage of Total Contraband
## 2018 Racial Profiling Breakdown

<table>
<thead>
<tr>
<th>Description of Contraband</th>
<th>Drugs</th>
<th>Currency</th>
<th>Weapons</th>
<th>Alcohol</th>
<th>Stolen Property</th>
<th>Other</th>
<th>Total Contraband</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018 Racial Profiling Breakdown</td>
<td>26</td>
<td>0</td>
<td>0</td>
<td>9</td>
<td>0</td>
<td>0</td>
<td>35</td>
</tr>
</tbody>
</table>

| Percentage of Total Contraband | 74.29% | 0.00% | 0.00% | 25.71% | 0.00% | 0.00% | 35 |

- **Drugs**: 26
- **Currency**: 0
- **Weapons**: 0
- **Alcohol**: 9
- **Stolen Property**: 0
- **Other**: 0
- **Total Contraband**: 35

- **Percentage**: 74.29% for Drugs, 0.00% for Currency, 0.00% for Weapons, 25.71% for Alcohol, 0.00% for Stolen Property, 0.00% for Other.
2018 RACIAL PROFILING BREAKDOWN

![Bar chart showing contraband type with percentages and quantities.](chart.png)