

**WORK SESSION AGENDA OF THE CITY COUNCIL OF HURST, TEXAS  
CITY HALL, 1505 PRECINCT LINE ROAD  
FIRST FLOOR CONFERENCE ROOM  
TUESDAY, AUGUST 23, 2016 – 5:30 P.M.**

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**I. Call to Order**

**II. Informational Items**

**III. Discussion of Agenda Item(s) 4, 5 and 6**

Presentation of the Distinguished Budget Award from (GFOA) The Government Finance Officers Association

Conduct a Public Hearing to consider the budget for fiscal year beginning October 1, 2016 and ending September 30, 2017

Conduct a Public Hearing to consider tax rate for the City's 2016-2017 Fiscal Year Budget

**Paul Brown**

**IV. Discussion of Agenda Item(s) 7**

Presentation of Storm Water Management Plan Annual Report

**Greg Dickens**

**V. Discussion of Agenda Item(s) 8**

Consider Resolution 1653 calling for a public hearing for the purpose of considering amendments to land use assumptions, capital improvements plan, and water and wastewater impact fees

**Greg Dickens**

**VI. Discussion of Agenda Item(s) 9**

Consider authorizing the city manager to enter into an agreement with ATMOS Energy Corporation concerning relocation of high pressure gas transmission main along Pipeline Road

**Greg Dickens**

**VII. Discussion of Agenda Item(s) 10**

Consider authorizing the city manager to proceed with City facilities Christmas decorations project

**Malaika Marion**

## VIII. Adjournment

Posted by: \_\_\_\_\_

This the 19th day of August 2016, by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

**This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (817) 788-7041 or FAX (817) 788-7054, or call TDD 1-800-RELAY-TX (1-800-735-2989) for information or assistance.**

**REGULAR MEETING AGENDA OF THE CITY COUNCIL OF HURST, TEXAS  
CITY HALL, 1505 PRECINCT LINE ROAD  
TUESDAY, AUGUST 23, 2016**

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**AGENDA:**

**5:00 p.m. - Hurst Community Services Development Corporation (City Hall, First Floor Conference Room)**

**5:30 p.m. - Work Session (City Hall, First Floor Conference Room)**

**6:30 p.m. - City Council Meeting (City Hall, Council Chamber)**

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**CALL TO ORDER**

**INVOCATION (Mayor Richard Ward)**

**PLEDGE OF ALLEGIANCE**

**CONSENT AGENDA**

1. Consider approval of the minutes for the July 30, August 9 and 16, 2016 City Council meetings
2. Consider Resolution 1654 ratifying the actions of the Hurst Community Services Development Corporation
3. Consider Ordinance 2326, second reading, adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 and ending September 30, 2017

**PUBLIC HEARING(S) AND BUDGET RELATED ITEM(S)**

4. Presentation of the Distinguished Budget Award from (GFOA) The Government Finance Officers Association
5. Conduct a Public Hearing to consider the budget for fiscal year beginning October 1, 2016 and ending September 30, 2017
6. Conduct a Public Hearing to consider tax rate for the City's 2016-2017 Fiscal Year Budget

**PRESENTATION**

7. Presentation of Storm Water Management Plan Annual Report

**RESOLUTION(S)**

- 8. Consider Resolution 1653 calling for a public hearing for the purpose of considering amendments to land use assumptions, capital improvements plan, and water and wastewater impact fees

**ACTION ITEM(S)**

- 9. Consider authorizing the city manager to enter into an agreement with ATMOS Energy Corporation concerning relocation of high pressure gas transmission main along Pipeline Road
- 10. Consider authorizing the city manager to proceed with City facilities Christmas decorations project

**OTHER BUSINESS**

- 11. Review of the following advisory board meeting minutes:
  - ) Library Board
  - ) Parks and Recreation Board
  - ) Senior Citizen Advisory Board
- 12. Review of upcoming calendar items
- 13. City Council Reports

**PUBLIC INVITED TO BE HEARD – A REQUEST TO APPEAR CARD MUST BE COMPLETED AND RETURNED TO THE CITY SECRETARY TO BE RECOGNIZED**

**ADJOURNMENT**

Posted by: \_\_\_\_\_

This 19th day of August 2016, by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

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**Minutes  
Hurst City Council  
Work Session  
July 30, 2016**

On the 30th day of July 2016, at 7:40 a.m., the City Council of the City of Hurst, Texas, convened in a Work Session at Hurst Conference Center, 1601 Campus Drive, Hurst, Texas, with the following members present:

Richard Ward	)	Mayor
Larry Kitchens	)	Mayor Pro Tem
Bill McLendon	)	Councilmembers
David Booe	)	
Trasa Cobern	)	
Nancy Welton	)	
Larry Kitchens	)	
Clay Caruthers	)	City Manager
Allan Heindel	)	Deputy City Manager
Steve Moore	)	Police Chief
Steve Niekamp	)	Assistant Police Chief
Steve Bowden	)	Economic Development Director
Matia Messemer	)	Executive Director of Human Resources
Paul Brown	)	Managing Director of Finance
Joni Baldwin	)	Budget Director
Cynthia Singleton	)	Deputy City Secretary

With the following members absent: None, constituting a quorum; at which time, the following business was transacted:

- 1. Multi-Year Financial Plan Discussion -** City Manager Clay Caruthers provided a review of the preliminary Fiscal Year 2016-2017 General Fund budget of \$34,549,484, representing a 3.25% increase, and Preliminary Fiscal Year 2016-2017 Enterprise Fund budget of \$22,149,070, representing a 1.6% increase, and an overview of future issues and challenges for the fiscal year. He further stated the City's sales tax revenue increase is in the range of 3% year-to-date; the property tax revenue is anticipated to finish the year 2% higher than the previous year; the preliminary tax rolls for Fiscal Year 2016-2017 includes a total net taxable value increase of 6%, and the preliminary budget also includes a tax rate reduction of approximately one cent.

Mr. Caruthers noted the proposed budget includes an employee salary increase, a one-time lump sum payment, and employee benefit levels will be maintained due to the medical benefits positive bid results, which reflect approximately a 5% savings equating to \$500,000.

City Manager Caruthers provided a summary of key General Fund Expenditure items and stated the Fiscal Year 2016/2017 budget is conservative and presents a stable financial outlook, focusing on community sustainability, infrastructure maintenance and the organizational development program. Mr. Caruthers stated the Enterprise Fund continues to be adversely impacted by wholesale water and wastewater charges of which the City has no control. Mr. Caruthers touched on traffic control issues and the needs of the Police Department.

Budget Director Joni Baldwin outlined the preliminary General Fund Fiscal Year 2016-2017 expenditures and revenues noting revenues are expected to be up, property tax collections are estimated to increase, sales taxes are estimated to end the year up, as well as an increase in Charges for Services. Franchise taxes and fines may reflect a decline. Ms. Baldwin also reviewed the detail of personnel changes.

City Manager Clay Caruthers reviewed the Administration and Fiscal Services Department reorganization and the Assistant City Manager application process. Mr. Caruthers stated it is expected the General Fund's ending balances will be allocated to health care, 90-day reserve account and infrastructure maintenance.

Managing Director of Finance Paul Brown reviewed the Fiscal Year 2016-2017 Enterprise Fund budget referencing a \$350,107 increase. Mr. Brown reviewed the budget's key issues including the increasing wholesale costs, the Trinity River Authority (TRA) Calloway Branch Outfall repairs, and the additional key expenditures from reserves, which are a TCC tank repainting, a skid steer unit 825 and a wastewater truck replacement.

City Manager Caruthers spoke regarding the Walker/Calloway Project costs and funding, Street Rental Franchise and additional key expenditure items. Mr. Caruthers proposed the use of a rate expert to examine the water rate structure and recommend a fee structure.

Mayor Ward recessed the meeting at 9:26 a.m. and reconvened the meeting at 9:36 a.m.

Executive Director of Human Resources Matia Messemer provided a healthcare update including the current loss reserve (health) fund status, external and internal factors impacting healthcare costs, and strategies for cost control. Ms. Messemer stated healthcare inflation; the Patient Protection and Affordable Care Act; potential mergers of major healthcare providers; increased total cost of health insurance; large claimants; high prescription claims; retiree claims; and, above average dependent participation affects the cost of providing healthcare. Ms. Messemer reviewed the current and future strategies for cost control, which include a Hurst Wellness Works Program; 2016 Dependent Audit, plan design, stop-loss insurance; and a tobacco use surcharge. There was general discussion regarding the rich quality of the City's healthcare plan.

City Manager Clay Caruthers spoke regarding the Fiscal Year 2012 through 2016 sales tax comparison, active 380 Agreements and strategies to obtain a positive cost benefit from the agreements, and the success of Northeast Mall.

Economic Development Director Steve Bowden spoke regarding the types of businesses that generate sales tax, the top 25 sales tax generators, and the composition and success of the Northeast Mall. Mr. Bowden provided information related to the purpose for which 380 agreements are utilized, and advantages of the agreements for redevelopment of the City.

City Manager Caruthers outlined the benefits of the City's current 380 Agreements and the various types of incentives to encourage economic development.

Mayor Ward recessed the meeting at 9:54 a.m. and reconvened the meeting at 10:10 a.m.

Police Chief Steve Moore spoke regarding the current high risk environment for police officers and factors causing the unrest. Chief Moore provided information regarding safety precautions, procedures, and equipment needed to protect police officers' physical safety. He also outlined funding options for the equipment.

City Manager Caruthers spoke regarding the City's commitment to remaining community friendly even in a challenging environment.

City Manager Clay Caruthers reported the City's fiscal condition remains strong as supported by credit-rating agency reviews. Mr. Caruthers stated the City's proposed tax rate of \$0.5879, is lower than the previous year's rate and the effective tax rate of \$0.55101 is the total tax rate needed to raise the same amount of property tax revenue for the City of Hurst in the 2015 and 2016 tax year. He reviewed the tax rate impact to citizens and the debt capacity.

Councilmember Kitchens requested publication of the tax rate on the web site.

Councilmember Booe suggested implementation of a formal process for employees to suggest cost cutting initiatives.

There was general discussion regarding the Special Projects Fund allowed uses and funding options for police vests and body cameras.

City Manager Caruthers reviewed the water and wastewater charges, decreased consumption, proposed a 4% increase in the retail water rates, and recommended an Enterprise Fund rate study to ensure rates are efficient and equitable.

Deputy City Manager Allan Heindel provided information regarding the Half Cent Sales Tax Fund and reviewed the major factors impacting the fund balance, Increases to Direct Expenses in Fiscal Year 2015-16, and projected Increases to Direct Expenses for Fiscal Year 2016-2017.

Mr. Heindel spoke regarding the Parker Cemetery improvements and stated the cemetery will be treated as a true historical site.

Councilmember Kitchens stated Mrs. Kitchens conducted significant research on Parker Cemetery and documented the history of the development of the cemetery.

Deputy City Manager Heindel reviewed the status of the Central Aquatic Center Project and the recreation center repairs.

Councilmember Cobern commended staff on the care and condition of the City parks.

Councilmember Wilson stated, over the past several years, recent bond refinancing saved the City over 7 million dollars.

There was general discussion regarding minimizing debt issuance.

Economic Development Director Steve Bowden provided information regarding the redevelopment study to be conducted by Jason Claunch of Catalyst Commercial, and stakeholders meetings to receive citizen input. Councilmember Kitchens requested the Highway 10, Bellaire area, be included in the study. Mr. Kitchens also suggested a new slogan be developed to replace Transforming Hurst.

City Manager Caruthers spoke regarding the payday lending industry and the TML model ordinance to address the issue, and reviewed the calendar for meetings on August 16, 23, 30, 2016 and September 6, 2016.

Mayor Ward appointed Councilmembers Bill McLendon, David Booe and Trasa Cobern to the Finance Committee.

Mayor Ward appointed Mayor Pro Tem Larry Kitchens and Councilmembers Henry Wilson and Nancy Welton to the Personnel Committee.

City Manager Clay Caruthers expressed appreciation to the City Council for their guidance and to the staff for their support during his transition to City Manager.

**Adjournment - The meeting adjourned at 12:05 p.m.**

**APPROVED this the 23rd day of August 2016.**

**ATTEST:**

**APPROVED**

\_\_\_\_\_  
Rita Frick, City Secretary

\_\_\_\_\_  
Mayor Richard Ward

**Minutes**  
**Hurst City Council**  
**Work Session**  
**Tuesday, August 9, 2016**

On the 9th day of August 2016, at 5:34 p.m., the City Council of the City of Hurst, Texas, convened in Work Session at Hurst City Hall, 1505 Precinct Line Road, Hurst, Texas, with the following members present:

Richard Ward	)	Mayor
Bill McLendon	)	Mayor Pro Tem
Larry Kitchens	)	Councilmembers
Anna Holzer	)	
Henry Wilson	)	
Nancy Welton	)	
David Booe	)	
Clay Caruthers	)	City Manager
John Boyle	)	City Attorney
Allan Heindel	)	Deputy City Manager
Cynthia Singleton	)	Deputy City Secretary
Steve Moore	)	Police Chief
Matia Messemer	)	Matia Messemer
Greg Dickens	)	Executive Director of Public Works
Paul Brown	)	Managing Director of Finance
Joni Baldwin	)	Budget Director

With the following Councilmembers absent: none, constituting a quorum; at which time, the following business was transacted:

**I. Call to Order – The meeting was called to order at 5:34 p.m.**

**II. Informational Items -** City Manager Clay Caruthers spoke regarding the redesign of the City’s web site and the web site examples provided to the City Council for their feedback. Mr. Caruthers stated the general consensus of the City Council is the Monterey, California web site is the model to utilize for redevelopment of the City web site design.

Managing Director of Communications and Marketing Ashleigh Johnson stated the new web site will allow customization.

Mayor Pro Tem Kitchens stated citizen input should be obtained during a public forum, which allows the citizen to navigate the web site and provide feedback. Councilmember Booe suggested the use of icons, such as a dollar sign, which would indicate the online payment feature.

Executive Director of Public Works Greg Dickens stated it is proposed the City change water testing and analysis laboratories from the current provider to the City of Fort Worth due to the current provider’s failure to properly test the water. It was noted the City of Hurst water quality meets all state and federal regulations and is safe.

City Manager Clay Caruthers stated it is time for the sanitary sewer warranty program information to be provided to the citizens. Mr. Caruthers stated Mayor Ward suggested the letter to the citizens regarding the warranty program be signed by all of the City Council. Discussion ensued regarding the benefits of the program.

City Manager Caruthers provided information regarding the Transportation Summit to be held August 16, 2016, and it was determined the City would not participate this year.

### **III. Discussion of Agenda Items 7, 8, 9, and 10**

Conduct a Public Hearing to consider adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 and ending September 30, 2017

Consider Ordinance No. 2326, first reading, adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 and ending September 30, 2017

Police Chief Steve Moore outlined the Fiscal Year 2016-2017 Crime Control and Prevention District budget.

Consider ordering the publication of the effective and rollback tax rates including a debt rate to be published on August 13, 2016, in the "Fort Worth Star-Telegram" to comply with truth-in-taxation laws

Consider vote on proposed tax increase for Fiscal Year 2016-2017

City Manager Clay Caruthers reviewed the publication requirements for City Council to consider a proposed tax increase for Fiscal Year 2016-2017.

### **IV. Discussion of Agenda Item 11**

Consider Resolution 1651 adopting the City of Hurst Investment Policy

City Manager Clay Caruthers stated the Investment Policy must be reviewed annually by the City Council and any changes recorded. The only proposed change is that the City's Managing Director of Finance replaces the Assistant City Manager as the primary investment officer.

### **Discussion of Agenda Item(s) 12, 13, 14, 15, and 16**

- V.** Consider authorizing the city manager to enter into a contract with Cigna to administer the City of Hurst health plans, pharmacy benefits, and dental plans for eligible employees, retirees, and dependents effective 10/1/2016 through 9/30/2019

Consider authorizing the city manager to enter into a contract with Davis Vision to provide voluntary vision insurance to eligible employees and dependents effective 10/1/2016 through 9/30/2020

Consider authorizing the city manager to enter into a contract with Cigna to provide basic life insurance for eligible full-time employees and retirees, voluntary life insurance, and long term disability coverage for eligible full-time employees effective 10/1/2016.

Consider authorizing the city manager to renew with NexStep GAP insurance for eligible full-time employees effective 10/1/2016

Consider authorizing the city manager to enter into a contract with Compass Professional Health Services to provide patient advocacy services for all eligible full-time employees effective 10/1/2016

Executive Director of Human Resources Matia Messemer provided an overview of the healthcare and welfare benefit RFP process and stated Mr. Randy Martel of Heffner & Associates will present details of the process, negotiation efforts, benefit features and the proposed vendor selection.

**VI. Adjournment – The worksession adjourned at 6:20 p.m.**

**APPROVED** this the 23rd day of August 2016.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Rita Frick, City Secretary

\_\_\_\_\_  
Richard Ward, Mayor

**City of Hurst  
City Council Minutes  
Tuesday, August 9, 2016**

On the 9th day of August 2016, at 6:30 p.m., the City Council of the City of Hurst, Texas, convened in Regular Meeting at City Hall, 1505 Precinct Line Road, Hurst, Texas, with the following members present:

Richard Ward	)	Mayor
Larry Kitchens	)	Mayor Pro Tem
Bill McLendon	)	Councilmembers
Henry Wilson	)	
Nancy Welton	)	
David Booe	)	
Trasa Cobern	)	
Clay Caruthers	)	City Manager
Allan Heindel	)	Deputy City Manager
John Boyle	)	City Attorney
Cynthia Singleton	)	Deputy City Secretary
Steve Moore	)	Police Chief
Steve Niekamp	)	Assistant Police Chief
Greg Dickens	)	Executive Director of Public Works
Matia Messemer	)	Executive Director of Human Resources
Paul Brown	)	Managing Director of Finance

With the following Councilmembers absent: none, constituting a quorum; at which time, the following business was transacted:

Mayor Ward introduced his wife, Sue, granddaughter Julie, and friend Patrick.

The meeting was called to order at 6:30 p.m.

Mayor Pro Tem Larry Kitchens gave the Invocation.

The Pledge of Allegiance was given.

1. Considered approval of the minutes for the July 19, 2016 City Council meeting.
2. Considered Resolution 1650 ratifying the actions of the Hurst Crime Control and Prevention District Board.
3. Considered Ordinance 2327, first and final reading, amending the school speed limit zone times in the City of Hurst.

4. Considered authorizing the city manager to enter into a Professional Service Contract with the City of Fort Worth for the required Bacteriological, Lead and Copper, Unregulated Contaminates Monitoring Rule (UCMR), and Well Site Water Sample Analysis.
5. Considered authorizing the city manager to enter into an annual contract with TJ's Sprinklers for citywide irrigation installation and repair services with the option to renew for four additional twelve month periods.
6. Considered authorizing the city manager to enter into an annual contract with Fort Worth Window Cleaning for citywide window cleaning services with the option to renew for four additional twelve month periods.

Councilmember McLendon moved to pass the consent agenda. The motion was seconded by Mayor Pro Tem Kitchens.

City Manager Clay Caruthers spoke regarding the proposed contract with the City of Fort Worth for water testing and recent news reports of testing water for lead content and reported that the City of Hurst conducts lead testing and have always been in compliance with all of the water quality lead measures.

Public Works Director Greg Dickens stated the City of Hurst water is in compliance with all of the state and federal regulations related to the level of lead and copper levels in the water.

The motion prevailed by the following vote

Ayes: Councilmembers McLendon, Booe, Kitchens, Cobern, Wilson and Welton

No: None

### **PUBLIC HEARING(S) AND BUDGET RELATED ITEMS**

7. Conducted a Public Hearing to consider adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 and ending September 30, 2017.

Mayor Ward announced a public hearing to consider adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 and ending September 30, 2017 and recognized Police Chief Steve Moore.

Police Chief Steve Moore stated the Crime Control and Prevention District (CCPD) was approved by the majority of City of Hurst voters in 2005 and provides a half cent sales tax. Chief Moore reviewed the proposed CCPD Fiscal Year 2016-2017 budget. If the CCPD did not exist, it would take 24 cents on the tax rate to compensate for the difference.

There was no one present to speak and Mayor Ward closed the public hearing.

8. Considered Ordinance 2326, first reading, adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 and ending September 30, 2017.

Councilmember Wilson moved to approve Ordinance 2326, first reading, adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 and ending September 30, 2017. The motion was seconded by Councilmember Booe.

The motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, Cobern, Wilson and Welton

No: None

9. Considered ordering the publication of the effective and rollback tax rates, including a proposed tax rate, to be published on August 13, 2016, in the "Fort Worth Star-Telegram" to comply with truth-in-taxation laws.

Managing Director Paul Brown reviewed Chapter 26 of the Property Tax Code, which provides that the total amount of property tax revenue collected by a political subdivision in the preceding year shall not be exceeded unless the governing body of the taxing unit gives notice of the intent to consider an increase in tax revenues and holds two public hearings. The effective tax rate is the calculated rate that generates the same revenues as the year before. The proposed tax rate for Fiscal Year 2016-2017 is \$0.5879 per 100 dollars assessed value. The City's proposed tax rate remains below the rollback rate; therefore, not subject to a rollback election. Mr. Brown further stated the Local Government Code provides for publication of the effective, rollback and proposed tax rates and the required notice will be published in the *Star Telegram* on August 13, 2016.

City Manager Caruthers stated the City Council and staff met at the Multi Year Financial Plan work session on July 30, 2016, and presented a preliminary budget. Mr. Caruthers highlighted some of the needs incorporated in the budget, which includes a new jailer, police equipment and a planning study for redevelopment efforts.

Councilmember Welton ordered the publication of the effective and rollback tax rates, including a proposed tax rate, to be published on August 13, 2016, in the *Fort Worth Star-Telegram* to comply with truth-in-taxation laws. The motion was seconded by Mayor Pro Tem Kitchens.

The motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, Cobern, Wilson and Welton

No: None

10. Considered vote on the proposed tax increase for Fiscal Year 2016-2017.

Managing Director of Finance Paul Brown stated the Truth-in-Taxation laws required that when a proposed rate for an entity's budget exceeds the rollback rate or the effective rate, whichever is lower, the City Council must vote to place a proposal to adopt the rate on the agenda as an action item and the vote must be recorded and specify the desired rate. If the proposal passes, the City Council must schedule two public hearings proposed for August 23, 2016 and September 1, 2016 and notify the public of the hearings.

City Manager Caruthers clarified that the August 23, 2016 public hearing will be during the regular City Council meeting, which begins at 6:30 p.m. and the September 1, 2016 meeting will be held at 5:30 p.m.

Councilmember Wilson moved in order to comply with Truth-in-Taxation laws, the City Council place a proposal to adopt a tax rate of \$0.5879 per \$100 valuation on the agenda, as an action item for the September 13, 2016 meeting and schedule two (2) public hearings on August 23, 2016 and September 1, 2016. Motion seconded by Councilmember Welton.

The motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, Cobern, Wilson and Welton

No: None

### **RESOLUTION(S)**

11. Considered Resolution 1651 adopting the City of Hurst Investment Policy.

Managing Director of Finance Paul Brown stated it is required the City Council review the investment policy and investment strategies annually and record any changes made to the policy or strategies. He stated the only proposed change is the addition of the City's Managing Director of Finance replacing the Assistant City Manager as the primary investment officer for the City.

City Manager Clay Caruthers stated Paul is a Certified Public Accountant and is also certified in public finance and investment.

Councilmember Cobern moved to approve Resolution 1651 adopting the City of Hurst Investment Policy. The motion was seconded by Councilmember Booe.

The motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, Cobern, Wilson and Welton

No: None

### **ACTION ITEM(S)**

12. Considered authorizing the city manager to enter into a contract with Cigna to administer the City of Hurst health plans, pharmacy benefits, and dental plans for eligible employees, retirees, and dependents effective 10/1/2016 through 9/30/2019.

Human Resources Director Matia Messemer introduced Mr. Randy Martell and Mr. Andrew Weegar of Hefner & Associates, who managed the Request for Proposal (RFP) process and the finalist selection process for health and welfare benefits.

Mr. Martel provided an overview of the items in the RFP, reviewed the savings in each line item, the

insurance provider finalists, and the recommendations for healthcare and welfare providers. He stated the recommendation for health plans, pharmacy benefits and dental plans is Cigna; for vision, Davis Vision; for basic life insurance and voluntary life insurance, Cigna; for GAP insurance, SIS NexStep GAP insurance; and, for patient advocacy services, Compass Professional Health Services. Mr. Martel summarized the negotiation efforts and savings associated with the recommended vendor selection.

Councilmember Welton commended Mr. Martel on conducting a successful RFP process.

Human Resources Director Matia Messemer commended Mr. Martel for successful negotiation efforts, which resulted in cost savings. Ms. Messemer stated the proposed contract with Cigna provides there is no disruption in medical providers. She also stated Claims are still exceeding premiums and that issue will be addressed during the budget process.

Mayor Pro Tem Kitchens moved to authorize the city manager to enter into the following contracts: agenda item 12, the contract with Cigna for health plans, pharmacy benefits and dental plans for eligible full-time employees, retirees, and dependents effective 10/1/2016 through September 30, 2019; agenda item 13, the contract with Davis Vision for voluntary insurance to eligible employees and dependents effective October 1, 2016 through September 30, 2020; agenda item 15, the contract with Cigna to provide basic life insurance for eligible full-time employees and retirees, voluntary life insurance, and long term disability coverage for eligible full-time employees effective October 1, 2016; 15, to renew coverage with SIS NexStep GAP insurance for eligible full-time employees effective October 1, 2016; and, agenda item 16, a contract with Compass Professional Health Services to provide patient advocacy services for all eligible full-time employees effective October 1, 2016.

The motion was seconded by Councilmember Welton. The motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, Cobern, Wilson and Welton

No: None

13. Considered authorizing the city manager to enter into a contract with Davis Vision to provide voluntary vision insurance to eligible employees and dependents effective 10/1/2016 through 9/30/2020.

This item was discussed, considered and approved under agenda item 12.

14. Considered authorizing the city manager to enter into a contract with Cigna to provide basic life insurance for eligible full-time employees and retirees, voluntary life insurance, and long term disability coverage for eligible full-time employees effective 10/1/2016.

This item was discussed, considered and approved under agenda item 12.

15. Considered authorizing the city manager to renew with NexStep GAP insurance for eligible full-time employees effective 10/1/2016

This item was discussed, considered and approved under agenda item 12.

16. Considered authorizing the city manager to enter into a contract with Compass Professional Health Services to provide patient advocacy services for all eligible full-time employees effective 10/1/2016.

This item was discussed, considered and approved under agenda item 12.

### **OTHER BUSINESS**

17. Review of upcoming calendar items – City Manager Clay Caruthers announced the City Council Budget Work Session, Tuesday, August 16, 2016 at 5:00 p.m. and the regular City Council meeting, Tuesday, August 23, 2016, and a Public Hearing on Thursday, September 1, 2016, at 5:30 p.m. He further announced City offices will be closed Monday, September 5, 2016 and two regular City Council meetings Tuesday, September 6, 2016 and Tuesday, September 20, 2016.

18. City Council Reports

Mayor Pro Tem Kitchens stated, on behalf of Mayor Ward, he attended the Mayors' Council meeting and provided an overview of the meeting, including an update on methods to prevent the spread of the west Nile and Zika virus and the upgrade of the Tarrant County 911 backup system. Mayor Pro Tem Kitchens also spoke regarding the threat of data breach and cyber attacks and stated he is invited to participate in Cybersecurity Annual Program in San Antonio on August 24, 2016, to discuss effective cybersecurity measures. He expressed appreciation to the City Council for supporting programs to strengthen the security of networks.

### **PUBLIC INVITED TO BE HEARD – A REQUEST TO APPEAR CARD MUST BE COMPLETED AND RETURNED TO THE CITY SECRETARY TO BE RECOGNIZED**

Mr. Gary Waldron spoke regarding City employee insurance claim expenses and implementation of managing the increasing cost of healthcare expenses.

City Manager Clay Caruthers spoke regarding measures being taken to reduce the cost of employee health and welfare benefits.

Executive Director of Human Resources Matia Messemer spoke regarding steps taken to encourage employees to utilize the tools and resources to reduce the healthcare costs and stated the City offers a rich sick leave policy, including a sick leave donation policy.

### **EXECUTIVE SESSION in Compliance with the Provisions of the Texas Open Meetings Law, Authorized by Texas Government Code Section 551.071, conduct a private consultation with City Attorney about contemplated litigation “James H. Watson v. Hurst, et al.” and to reconvene in Open Session at the conclusion of the Executive Session**

Mayor Ward recessed the meeting to Executive Session at 7:26 p.m. in compliance with the

provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.071, conduct a private consultation with City Attorney about contemplated litigation “James H. Watson v. Hurst, et al.” and reconvened to Open Session at 8:06 p.m.

No Action was taken.

**ADJOURNMENT**

The meeting adjourned at 8:07 p.m.

**APPROVED** this the 23rd day of August 2016.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Rita L. Frick, City Secretary

\_\_\_\_\_  
Richard Ward, Mayor

**MINUTES  
HURST CITY COUNCIL  
SPECIAL SESSION  
TUESDAY, AUGUST 16, 2016**

On the 16th day of August 2016, at 5:00 p.m., the City Council of the City of Hurst, Texas, convened in Special Session at the Hurst Conference Center, 1601 Campus Drive, Hurst, Texas, with the following members present:

Richard Ward	)	Mayor
Larry Kitchens	)	Mayor Pro Tem
Henry Wilson	)	Councilmembers
David Booe	)	
Nancy Welton	)	
Trasa Cobern	)	
Bill McLendon	)	
Clay Caruthers	)	City Manager
Rita Frick	)	City Secretary
Paul Brown	)	Managing Director of Finance
Joni Baldwin	)	Budget Director

with the following members absent: none, constituting a quorum; at which time, the following business was transacted:

**CALL TO ORDER** – Mayor Ward called the meeting to order at 5:00 p.m.

1. Presentation and Discussion of FY 2016-2017 Proposed Budget and consider designation of time and place for a public hearing on the proposed budget.

City Manager Clay Caruthers, Budget Director Joni Baldwin and Managing Director of Finance Paul Brown provided an overview of both the revenues and expenditures for the proposed Fiscal Year (FY) 2016-2017 budgets. Ms. Baldwin noted that the proposed General Fund budget totals \$34,744,928 representing a 3.83% increase.

Ms. Baldwin reviewed the Municipal Cost Index (MCI) noting the average change is 1.12% and the City has stayed very near the average over the last 5 years. Reviewed were appraised property values, sales tax revenues and primary revenue and expenditure changes. Staff reviewed where the money goes by department. Mr. Caruthers explained that approximately three years of economic growth hit the City in one year noting the issues with the Tarrant Appraisal District. In response to Councilmembers' questions regarding several of the presentation charts, Mr. Caruthers stated staff will work to make the numbers more self-explanatory.

Staff reviewed Pay As You Go expenditures and the Debt Service Fund. Staff also reviewed Capital Improvement Funding, discussing short term projects, including the phasing of Pipeline Road. Ms. Baldwin reviewed the proposed maintenance and operations rate and debt rate for the proposed tax rate of 58.79 cents.

Staff reviewed the net bonded debt per capita, 20 year debt issuance history and the daily cost for the homeowner. Also reviewed were property values, tax rates and exemptions as compared to area cities. City Manager Caruthers reviewed the change in property values, which are up 12.69% from last year. He explained how area cities have held their tax rates, compared to Hurst's history of giving back to the tax payers over the years. Staff reviewed the revenue impact of more than \$2.4 million or total of \$152,648 on appraised value, and an estimated tax relief of \$382,689 for the senior and disabled citizen.

Managing Director of Finance Paul Brown reviewed residential and commercial value changes from 2015 to 2016, including personal property and land value changes.

Mayor Ward recessed the meeting at 6:39 p.m. and reconvened at 6:46 p.m.

Staff provided an overview of the Community Services Half Cent Sales Tax Fund noting revenues of \$4,904,880. Ms. Baldwin reviewed the estimated beginning fund balance, expenditures and Pay As You Go Projects stating this fund has a 22 cent positive effect on the tax rate.

Ms. Baldwin stated the Crime Control and Prevention District budget was reviewed during the last City Council meeting, but she would be happy to review again, or answer any questions.

Also provided was an overview of the Enterprise Fund noting the fund is proposed to be \$23,002,085, which represents a budget increase of 5.51%. Ms. Baldwin explained the major cost components were an overall increase of 1.31% for water and a 1.59% decrease for wastewater. She stated the impact to the residential customers for water and sewer rates is a proposed 4.0% increase to address the wholesale rate increases and the weather variable rate smoothing effect utilized over the years. Staff reviewed the difficulty in addressing the increased wholesale costs. City Manager Caruthers noted the need to consult with a rate expert to help identify the best structure for the customer. Also reviewed were funding sources, expenditures and Pay As You Go projects.

Ms. Baldwin reviewed city wide Pay As You Go for Fiscal Year 2016-2017, noting a total amount of \$8,389,413, and also provided an overview of the proposed budget summary for other primary operating and debt funds.

Councilmember Wilsons moved to hold a Public Hearing on the proposed budget on August 23, 2016, at 6:30 p.m. at City Hall. Councilmember Cobern seconded the motion. Motion prevailed by the following vote:

Aye: Council Members Cobern, Kitchens, McLendon, Booe, Welton, and Wilson  
No: None

2. Information Items – Upcoming Calendar Items were reviewed.

**ADJOURNMENT**

The meeting was adjourned at 7:27 p.m.

**APPROVED this the 23rd day of August 2016.**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Rita Frick, City Secretary

\_\_\_\_\_  
Richard Ward, Mayor

City Council Staff Report

SUBJECT: Consideration of Resolution 1654 to ratify the actions of the Community Services Development Corporation	
Supporting Documents:	
	Meeting Date: 8/23/2016 Department: Community Services Reviewed by: Allan Heindel City Manager Review:
Background/Analysis:	
Included in the Hurst Community Services Development Corporation By-Laws is a provision that requires the Hurst City Council to ratify all actions of the Development Corporation. The Corporation Board met prior to the August 23, 2016, City Council meeting and Resolution 1654 will ratify all actions taken by the Board at that meeting.	
Funding and Sources:	
There is no funding impact.	
Recommendation:	
It is recommended that the City Council approve Resolution 1654 ratifying all actions taken by the Hurst Community Services Development Corporation Board on August 23, 2016.	

**RESOLUTION 1654**

**WHEREAS**, the Hurst Community Services Development Corporation met August 23, 2016, and the City Council was present during such meeting, and fully concurs with all the actions therein taken,

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

**Sec.1. THAT** the actions of the Hurst Community Services Development Corporation Board of Directors taken August 23, 2016, be and the same are hereby approved and ratified.

**AND IT IS SO RESOLVED.**

Passed by a vote of \_\_\_\_\_ to \_\_\_\_\_ this the 23<sup>rd</sup> day of August 2016.

ATTEST:

CITY OF HURST

\_\_\_\_\_  
Rita Frick, City Secretary

\_\_\_\_\_  
Richard Ward, Mayor

Approved as to form and legality:

\_\_\_\_\_  
City Attorney

City Council Staff Report

<p>SUBJECT: Consider Ordinance 2326, second reading, adopting the Crime Control and Prevention District Budget for Fiscal Year October 1, 2016 through September 30, 2017</p>	
<p>Supporting Documents:</p>	
<p>Ordinance 2326          Public Hearing Notices          Proposed Half-Cent Crime District Budget</p>	<p>Meeting Date: 8/23/2016          Department: Fiscal Services          Reviewed by: Joni Baldwin          City Manager Review:</p>
<p>Background/Analysis:</p>	
<p>A notice of the time and place of the Public Hearing on the proposed Crime Control and Prevention District budget was published July 30, 2016, in the Fort Worth Star-Telegram. In accordance with Local Government Code Title 11, Sec. 363.205, the notice was published at least ten (10) days prior to the hearing. The Code also requires the Hurst City Council to hold a public hearing on the Hurst Crime Control and Prevention District budget no later than the 45<sup>th</sup> day before the beginning of the fiscal year and to vote on the budget no later than the 30<sup>th</sup> day before the beginning of the fiscal year.</p>	
<p>Funding and Sources:</p>	
<p>There is no fiscal impact.</p>	
<p>Recommendation:</p>	
<p>Staff recommends City Council approve Ordinance 2326, second reading, adopting the Crime Control and Prevention District budget for fiscal year beginning October 1, 2016 ending September 30, 2017</p>	

ORDINANCE 2326

AN ORDINANCE ADOPTING THE BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017, FOR THE CRIME CONTROL AND PREVENTION DISTRICT OF THE CITY OF HURST, TEXAS

WHEREAS, in accordance with Texas Local Government Code Section 363.205, the City Council shall approve or reject the budget submitted by the Board of the Crime Control and Prevention District not later than the 30<sup>th</sup> day before the beginning of the fiscal year. The Council determined that a public hearing should be held by the Board and the time and place was set forth in a notice published ten (10) days prior to the public hearing on July 30, 2016; and,

WHEREAS, such public hearing on the budget was held on August 9, 2016, by the Hurst Crime Control and Prevention District Board and all interested persons given an opportunity to be heard for or against any item therein.

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

Section 1: THAT the budget for the Crime Control and Prevention District of the City of Hurst, Texas, for the fiscal period beginning October 1, 2016 and ending September 30, 2017, was approved and submitted by the Crime Control and Prevention District Board and words and figures as shown therein are adopted and approved as filed herewith.

Section 2: THAT the designated or reserve funding for all future debt, capital project, and capital lease obligations for the Crime Control and Prevention District of the City of Hurst, Texas, as of the fiscal period beginning October 1, 2016 and ending September 30, 2017, as approved and submitted by the Crime Control and Prevention District Board is adopted and approved as filed herewith.

Section 3: THAT the City Manager or his designate be and is hereby authorized to invest any funds not needed for current use in any lawful manner. Interest accrued from investments shall be deposited to the interest income account of the Hurst Crime Control and Prevention District.

AND IT IS SO ORDERED.

Passed on first reading on the 9th day of August 2016, by a vote of 6 to 0.

Passed on second reading on the 23rd day of August 2016, by a vote of \_\_\_ to \_\_\_.

ATTEST:

CITY OF HURST

\_\_\_\_\_  
Rita Frick, City Secretary

\_\_\_\_\_  
Richard Ward, Mayor

Approved as to form and legality:

\_\_\_\_\_  
City Attorney

**Denton County Fresh water Supply  
District No. 8-C**

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**PUBLIC NOTICE**

**Crime Tax Budget Hearing**

The Hurst Crime Control and Prevention District Board will hold a public hearing on August 9, 2016, at 5:00 p.m. The public hearing will be held at Hurst City Hall, 1505 Precinct Line Road. All Citizens are invited to attend and provide the board/city council with written and oral comments and ask questions concerning the 2016-2017 fiscal year budget for the Hurst Crime Control and Prevention District. The proposed budget can be inspected by the public from 8:00 a.m. until 5:00 p.m., Monday through Friday in the City Secretary's Office, 1505 Precinct Line Road, or at the Hurst Public Library, 901 Precinct Line Road during regular operating hours, or anytime on the City's website.

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**PUBLIC NOTICE**

**CRIME TAX BUDGET HEARING**

THE HURST CITY COUNCIL WILL HOLD A PUBLIC HEARING ON AUGUST 9, 2016 AT 6:30 P.M. AT HURST CITY HALL, 1505 PRECINCT LINE ROAD. ALL CITIZENS ARE INVITED TO ATTEND AND PROVIDE THE CITY COUNCIL WITH WRITTEN OR ORAL COMMENTS AND QUESTIONS CONCERNING THE CITY'S PROPOSED CRIME TAX BUDGET. THE PROPOSED BUDGET CAN BE INSPECTED BY THE PUBLIC FROM 8:00 A.M. UNTIL 5:00 P.M., MONDAY THROUGH FRIDAY IN THE CITY SECRETARY'S OFFICE, AT HURST CITY HALL, OR AT THE HURST PUBLIC LIBRARY, 901 PRECINCT LINE ROAD, DURING REGULAR LIBRARY HOURS, OR ANYTIME ON THE CITY'S WEBSITE.

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**WESTLAKE ACADEMY**

# PROPOSED ANTI-CRIME BUDGET

FOR FISCAL YEAR  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017



**Richard Ward**

*Mayor*

*City Council*

**Larry Kitchens, *Mayor Pro Tem***

**Trasa Cobern**

**Nancy Welton**

**David Booe**

**Bill McLendon**

**Henry Wilson**

**Clay Caruthers**

*City Manager*

**Paul Brown**

*Managing Director Finance*

**Joni Baldwin**

*Budget Director*

**CITY OF HURST  
2016-2017 PROPOSED BUDGET  
ANTI-CRIME  
HALF-CENT SALES TAX FUND  
REVENUES AND EXPENDITURES**

	ACTUAL 2012-13	ACTUAL 2013-14	ACTUAL 2014-15	BUDGET 2015-16	ESTIMATED BUDGET 2015-16	PROPOSED BUDGET 2016-17
<b>BEGINNING BALANCE</b>	<b>\$8,965,635</b>	<b>\$8,722,489</b>	<b>\$8,438,117</b>	<b>\$7,004,522</b>	<b>\$7,473,622</b>	<b>\$6,844,551</b>
<b>REVENUES</b>						
State of Texas	59,856	56,985	61,730	62,000	62,000	62,000
City of Euless	0	6,329	8,369	3,400	3,400	3,400
City of Bedford	6,618	6,618	0	3,400	3,400	3,400
City of Bedford Storefront Lease	0	0	20,070	25,300	25,300	29,645
State of Texas	76,361	76,991	0	0	0	0
Bullet Proof Vest	0	0	10,215	0	0	5,600
Tarrant County 9-1-1	0	16,677	0	0	0	0
Other	1,308	3,174	3,121	0	0	0
<b>TOTAL GRANTS</b>	<b>\$144,144</b>	<b>\$166,774</b>	<b>\$103,505</b>	<b>\$94,100</b>	<b>\$94,100</b>	<b>\$104,045</b>
Tax Collections	4,839,025	5,028,717	5,358,521	5,162,614	5,372,919	5,385,395
Interest Earnings	75,575	30,741	49,428	35,000	50,216	46,000
Traffic Signal Safety Indirect	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$5,058,744</b>	<b>\$5,226,232</b>	<b>\$5,511,454</b>	<b>\$5,291,714</b>	<b>\$5,517,235</b>	<b>\$5,535,440</b>
<b>OPERATING EXPENSES</b>						
Personnel Services	2,028,413	2,230,897	2,365,543	2,395,755	2,445,187	2,519,673
Materials & Supplies	42,099	74,870	50,721	106,700	114,000	84,400
Maintenance	21,753	11,329	47,096	65,965	50,300	67,965
Sundry Charges	242,299	310,137	309,914	351,368	381,203	393,822
Indirect Overhead	1,912,457	1,866,545	1,774,032	1,765,090	1,778,862	1,808,302
Internal Services	432,838	449,418	449,418	551,436	551,436	588,713
Capital Outlay	0	0	34,462	55,400	54,900	93,605
<b>TOTAL EXPENSES</b>	<b>\$4,679,859</b>	<b>\$4,943,196</b>	<b>\$5,031,186</b>	<b>\$5,291,714</b>	<b>\$5,375,888</b>	<b>\$5,556,480</b>
<b>CAPITAL LEASE EXPENSE</b>	<b>\$342,129</b>	<b>\$342,129</b>	<b>\$466,355</b>	<b>\$466,353</b>	<b>\$466,353</b>	<b>\$466,353</b>
<b>INTERFUND TRANSFER</b>	<b>\$265,605</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>PROJECT EXPENSES</b>	<b>\$14,296</b>	<b>\$225,281</b>	<b>\$978,409</b>	<b>\$20,024</b>	<b>\$304,065</b>	<b>\$0</b>
<b>ENDING FUND BALANCE</b>	<b>\$8,722,489</b>	<b>\$8,438,117</b>	<b>\$7,473,622</b>	<b>\$6,518,145</b>	<b>\$6,844,551</b>	<b>\$6,357,158</b>
<b>RESTRICTED / INTERFUND TRANSFERS</b>						
Radio System Lease	\$1,710,646	\$1,368,517	\$1,399,060	\$932,706	\$895,596	\$453,872
<b>REMAINING FUND BALANCE</b>	<b>\$7,011,844</b>	<b>\$7,069,600</b>	<b>\$6,074,562</b>	<b>\$5,585,439</b>	<b>\$5,948,955</b>	<b>\$5,903,286</b>

**CITY OF HURST  
2016-2017 PROPOSED BUDGET  
ANTI-CRIME  
HALF-CENT SALES TAX FUND  
PAY AS YOU GO  
CAPITAL EXPENDITURES**

**BUILDING AND EQUIPMENT MAINTENANCE**

Equipment Maintenance	\$31,000	
Building Maintenance	34,465	
Jail Maintenance	<u>2,500</u>	<b>\$67,965</b>

**FLEET SERVICES AND INFORMATION SERVICES**

Maintenance and Replacements		<b>\$588,713</b>
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**MISCELLANEOUS CAPITAL OUTLAY**

Other System Improvements		
Capital Lease	\$466,353	
Computer Hardware/Software		
RICOH Document Imaging Replacement	60,605	
Replacement of XIO Storage Array	<u>33,000</u>	<b>\$559,958</b>

<b>TOTAL</b>		<b><u>\$1,216,636</u></b>
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<b>FUND</b>	<b>CITY OF HURST</b>	<b>DIVISION</b>
231 HC SALES TAX ANTI-CRIME	<b>DEPARTMENT</b> POLICE	POLICE
<b>SUMMARY</b>		

	ACTUAL 2014-2015	BUDGET 2015-2016	ESTIMATED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES	\$2,365,543	\$2,395,754	\$2,445,187	\$2,519,673
MATERIAL AND SUPPLIES	\$50,721	\$106,700	\$114,000	\$84,400
MAINTENANCE	\$47,096	\$65,965	\$50,300	\$67,965
SUNDRY CHARGES	\$2,083,946	\$2,116,458	\$2,160,065	\$2,202,124
INTERNAL SERVICES	\$449,418	\$551,436	\$551,436	\$588,713
CAPITAL OUTLAY	\$1,479,226	\$541,777	\$825,318	\$559,958
<b>TOTAL 231-0440</b>	<b>\$6,475,950</b>	<b>\$5,778,090</b>	<b>\$6,146,306</b>	<b>\$6,022,833</b>

<b>PERSONNEL SCHEDULE</b>					
POSITION TITLE	PAY GRADE	ACTUAL 2013-2014	ACTUAL 2014-2015	ACTUAL 2015-2016	PROPOSED 2016-2017
TECH SERVICES MANAGER	Exempt	1	0	0	0
TECH SERVICES SUPERVISOR	Exempt	0	1	1	1
POLICE OFFICER	91	12	13	13	13
COMMUNICATIONS SUPERVISOR	60	1	1	1	1
PUBLIC SERVICE SUPERVISOR	59	1	1	1	1
SENIOR POLICE DISPATCHER	58	1	1	1	1
POLICE DISPATCHER	57	2	2	2	2
CRIME VICTIM COORDINATOR	56	1	1	1	1
JAILER	55	4	3	3	3
JAIL SUPERVISOR	59	0	1	1	1
PUBLIC SERVICE OFFICER	55	4	4	4	4
POLICE RECORDS CLERK	54	2	2	2	2
<b>TOTAL 231-0440</b>		<b>29</b>	<b>30</b>	<b>30</b>	<b>30</b>

CITY OF HURST				
FUND	DEPARTMENT		DIVISION	
231 HC SALES TAX ANTI-CRIME	POLICE		POLICE	
LINE ITEM SUMMARY				
LINE ITEMS	ACTUAL 2015	BUDGET 2016	ESTIMATED 2016	PROPOSED 2017
600110 REGULAR FULL TIME	\$1,452,384	\$1,654,478	\$1,653,061	\$1,712,747
600115 OTHER EMPLOYEES	\$0	\$0	\$0	\$0
600140 OVERTIME PAY	\$158,577	\$116,774	\$116,774	\$120,277
600200 VACATION PAY	\$83,309	\$0	\$0	\$0
600230 SICK PAY	\$48,020	\$0	\$0	\$0
600290 STANDBY PAY	\$1,050	\$1,430	\$1,430	\$1,430
600320 CERTIFICATION PAY	\$10,820	\$7,200	\$11,760	\$11,760
600380 LONGEVITY PAY	\$15,594	\$18,972	\$21,384	\$20,952
601040 SOCIAL SECURITY	\$131,631	\$137,076	\$138,037	\$142,842
601070 RETIREMENT	\$183,785	\$197,103	\$198,485	\$205,385
601100 GROUP INSURANCE	\$279,579	\$261,932	\$303,395	\$303,416
601120 LONG TERM CARE	\$794	\$789	\$861	\$864
601260 CLOTHING ALLOWANCE	\$0	\$0	\$0	\$0
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$2,365,543</b>	<b>\$2,395,754</b>	<b>\$2,445,187</b>	<b>\$2,519,673</b>
610010 GENERAL SUPPLIES	\$0	\$0	\$0	\$0
610040 OFFICE SUPPLIES	\$1,814	\$3,000	\$2,500	\$3,000
610070 MEDICAL SUPPLIES	\$0	\$1,100	\$500	\$1,100
610130 CLOTHING	\$24,174	\$55,000	\$50,000	\$34,800
610135 PROTECTIVE GEAR	\$0	\$0	\$0	\$0
610160 EDUCATIONAL SUPPLIES	\$1,217	\$2,000	\$2,000	\$2,000
610260 OTHER MACH AND EQ SUPPLIES	\$12,513	\$33,000	\$47,500	\$30,500
610280 OTHER COMPUTER SOFTWARE	\$1,374	\$2,300	\$1,800	\$2,700
610285 OTHER COMPUTER HARDWARE	\$3,327	\$2,200	\$2,000	\$2,200
610290 PHOTOGRAPHIC	\$1,814	\$2,100	\$2,100	\$2,100
610300 CHEMICAL	\$0	\$1,000	\$1,000	\$1,000
610340 MISCELLANEOUS SUPPLIES	\$4,488	\$5,000	\$4,600	\$5,000
612010 FUEL	\$0	\$0	\$0	\$0
<b>MATERIAL AND SUPPLIES TOTAL</b>	<b>\$50,721</b>	<b>\$106,700</b>	<b>\$114,000</b>	<b>\$84,400</b>
620010 BUILDING MAINTENANCE	\$0	\$11,579	\$0	\$11,579
620040 OTHER EQUIPMENT MAINTENANCE	\$6,051	\$7,000	\$5,000	\$7,000
620043 OFFICE MACHINERY MAINTENANCE	\$2,303	\$4,000	\$1,300	\$4,000
620050 OFFICE FURNITURE MAINTENANCE	\$0	\$0	\$0	\$0
620060 COMPUTER HARDWARE MAINT	\$0	\$0	\$0	\$0
620065 COMPUTER SOFTWARE MAINT	\$0	\$0	\$0	\$0
620067 COMMUNICATION EQUIPMENT MAINT	\$23,790	\$18,000	\$18,000	\$20,000
620070 MOTOR VEHICLES MAINTENANCE	\$0	\$0	\$0	\$0
620100 BUILDING AND STRUCTURES MAINT	\$0	\$0	\$0	\$0
620101 JAIL MAINTENANCE	\$757	\$2,500	\$1,000	\$2,500
620105 OTHER BUILDINGS/STRUCTURES	\$10,382	\$19,076	\$23,000	\$19,076
620130 CUSTODIAL	\$3,813	\$3,810	\$2,000	\$3,810
<b>MAINTENANCE TOTAL</b>	<b>\$47,096</b>	<b>\$65,965</b>	<b>\$50,300</b>	<b>\$67,965</b>
640110 TELEPHONE	\$13,467	\$12,710	\$12,710	\$14,854
640260 CABLE TELEVISION	\$1,275	\$2,586	\$1,500	\$2,586
640510 ELECTRIC	\$88,133	\$70,000	\$89,000	\$90,000
640540 NATURAL GAS	\$1,680	\$6,526	\$1,803	\$6,526

640570 WATER	\$4,115	\$10,255	\$4,981	\$10,255
650110 POLICE LEASE SERVICE	\$19,555	\$40,000	\$40,000	\$40,000
660010 PRINTING	\$5,526	\$6,000	\$4,000	\$6,000
680040 PROFESSIONAL SERVICES	\$15,097	\$26,340	\$26,340	\$26,340
680041 INVESTMENT ADVISOR	\$0	\$0	\$0	\$0
680150 WORKERS COMPENSATION	\$18,952	\$6,962	\$22,000	\$6,962
680220 OTHER SPECIAL SERVICES	\$0	\$5,536	\$4,736	\$5,536
680830 MILEAGE REIMBURSEMENT	\$0	\$500	\$0	\$500
680840 OTHER EMPLOYEE DEVELOPMENT	\$8,997	\$9,000	\$9,000	\$9,000
680900 MEMBERSHIP AND DUES	\$425	\$595	\$565	\$595
690005 INSERVICE TRAINING/TRAVEL	\$20,241	\$20,000	\$20,000	\$25,500
690300 TRAINING/CERTIFICATION	\$34,994	\$35,050	\$35,000	\$35,050
710010 INDIRECT COST ALLOCATION	\$1,774,032	\$1,750,280	\$1,778,862	\$1,808,302
710520 TEEN COURT	\$40,237	\$58,878	\$58,878	\$58,878
720010 ALLIANCE FOR CHILDREN	\$7,255	\$7,255	\$7,255	\$7,255
770100 SPECIAL EVENTS AND PROGRAMS	\$7,197	\$7,400	\$7,400	\$7,400
770160 BANK DEPOSITORY FEES	\$0	\$5,500	\$950	\$5,500
770200 CONTINGENCY ACCOUNT	\$0	\$0	\$0	\$0
855100 OPERATING TRANSFER OUT	\$0	\$0	\$0	\$0
855105 POST EMPLOYMENT TRUST TRANSFER	\$22,767	\$35,085	\$35,085	\$35,085
<b>SUNDRY CHARGES TOTAL</b>	<b>\$2,083,946</b>	<b>\$2,116,458</b>	<b>\$2,160,065</b>	<b>\$2,202,124</b>
785613 FLEET MAINT SERVICES	\$74,335	\$74,335	\$74,335	\$94,335
785623 INFORMATION SERVICES	\$375,083	\$477,101	\$477,101	\$494,378
<b>INTERNAL SERVICES TOTAL</b>	<b>\$449,418</b>	<b>\$551,436</b>	<b>\$551,436</b>	<b>\$588,713</b>
790150 BUILDING AND STRUCTURES	\$833,315	\$0	\$0	\$0
790200 OTHER BUILDING AND STRUCTURE	\$0	\$0	\$0	\$0
790320 COMMUNICATION EQUIPMENT	\$0	\$0	\$0	\$0
790350 OFFICE MACHINERY	\$0	\$0	\$0	\$0
790360 COMPUTER HARDWARE	\$170,556	\$0	\$209,654	\$53,000
790365 COMPUTER SOFTWARE	\$0	\$10,500	\$10,000	\$40,605
790390 OTHER MACHINERY AND EQUIPMENT	\$0	\$44,900	\$44,900	\$0
790400 MOTOR VEHICLES	\$0	\$0	\$0	\$0
790410 MOTOR VEHICLE EQUIPMENT	\$0	\$0	\$0	\$0
790450 OFFICE FURNITURE AND FIXTURES	\$0	\$0	\$74,387	\$0
790550 CAPITAL LEASE	\$466,355	\$466,353	\$466,353	\$466,353
790900 OTHER SYSTEM IMPROVEMENTS	\$9,000	\$20,024	\$20,024	\$0
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$1,479,226</b>	<b>\$541,777</b>	<b>\$825,318</b>	<b>\$559,958</b>
<b>231-0440 TOTAL</b>	<b>\$6,475,950</b>	<b>\$5,778,090</b>	<b>\$6,146,306</b>	<b>\$6,022,833</b>

# CITY OF HURST

HALF-CENT ANTI CRIME

POLICE

0440 POLICE

## MISSION STATEMENT

The mission of the Crime Control and Prevention District is to assist the Police Department in providing exceptional service to its citizens and employees through a problem-solving approach and teamwork efforts.

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## DIVISION DESCRIPTION

The Hurst Police Department is a nationally accredited law enforcement agency providing twenty-four hour a day law enforcement services for the citizens of Hurst and visitors to our community. The Department is a diverse community-based agency offering modern, professional and courteous service to the citizens of Hurst and Northeast Tarrant County area.

The two divisions within the Hurst Police Department, the Operations and Administrative Divisions, are responsible for police patrol, traffic enforcement, criminal investigations, crime prevention, juvenile services, 9-1-1 communications, criminal records, property and evidence, animal services, school crossing guards and narcotic investigations. The department also conducts numerous crime prevention and educational law enforcement programs for the public using two police outreach facilities to obtain community involvement and participation.

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## PRIOR YEAR ACCOMPLISHMENTS

- ✓ Provided cost-effective and efficient services to surrounding cities.
  - ✓ Expanded the crime-free multi-housing program.
  - ✓ Eules Police Department Community Services joined the Hurst Police Community Services and Bedford Re-victimization Unit at the Bellaire Storefront.
  - ✓ Established a Mental Health Coordinator Position with Hurst, Eules, and Bedford to more effectively deal with persons with special needs.
- 

## NEW INITIATIVES AND GOALS

- Continue and expand crime prevention and community-based policing initiatives.
- Be forward thinking on cooperating with surrounding cities to provide cost-effective and efficient services.
- Expand the Family Assistance program.
- Construction of expanded animal shelter in conjunction with surrounding city(s) and the Humane Society of North Texas

# CITY OF HURST

HALF-CENT ANTI CRIME

POLICE

0440 POLICE

## PERFORMANCE MEASURES

**Policy Statement:** The City of Hurst develops and implements “forward looking” policies and practices to deliver Public Safety Services.

### Strategic Plans/Division Goals:

- Continue and expand crime prevention and community-based policing initiatives. Be “forward thinking” on cooperating with surrounding cities to provide cost-effective and efficient services.

### Action Plans/Objectives:

- Crime prevention and community-based policing
  - 0-3 Short Term
- Increase community visibility of police officers
  - 0-3 Short Term
- Provides cost-effective and efficient services to surrounding cities
  - 0-3 Short Term

Measures:	PY Actual	CY Estimate	Projected
<b>Input:</b>			
Number of Patrol Officers	13	13	13
Number of Traffic Officers	6	6	6
Number of Mall Officers	1	1	1
Number of Community Services Officers	6	6	6
Number of Civilian Personnel	17	17	17
Number of Volunteer Hours Worked	8,859	8,713	8,800
Total Value of Volunteer Hours	\$157,690	\$155,073	\$156,640
Total Area Size	9.8 Miles	9.8 Miles	9.8 Miles
Population	38,884	38,884	38,884

# CITY OF HURST

HALF-CENT ANTI CRIME

POLICE

0440 POLICE

<b><i>Workload/Output:</i></b>			
Total Calls for Service	63,540	64,175	64,810
Number of Arrests	2,743	2,825	2,880
Number of Reports	5,370	5,423	5,478
Number of MHMR Law Liaison Contacts	457	750	765
Number of Crime Victim Coordinator Contacts	2,005	1,820	1,911
<b><i>Effectiveness:</i></b>			
Residential Programs	19	19	19
Business Programs	10	10	10
School Programs	9	9	9
Police Outreach Facilities	2	2	2
<b><i>Efficiencies:</i></b>			
Number of Officers per 1,000 population	2	2	2
Per Capita Cost for Police Services: Half-Cent Anti-Crime Fund	166.55	158.07	154.89

City Council Staff Report

SUBJECT: Presentation of the Distinguished Budget Award from the Government Finance Officers Association (GFOA)	
Supporting Documents:	
GFOA Letter	Meeting Date: 8/23/2016 Department: Fiscal Services Reviewed by: Joni Baldwin City Manager Review:
Background/Analysis:	
<p>The Government Finance Officers Association’s (GFOA) Distinguished Budget Presentation Awards Program, established in 1984, recognizes exemplary budget documentation. Three (3) independent reviewers, who are members of GFOA’s Budget Review Panel, evaluate each budget document submitted for review using a comprehensive evaluation checklist. To receive the award, budgets must be judged proficient or outstanding in each of four (4) major award categories by two (2) of the three (3) reviewers. Overall, there are 27 criteria among the four (4) major categories. The major categories of the program criteria that must be met are the budget document as a policy document, a financial plan, an operations guide, and communication device.</p> <p>The City’s budget for Fiscal Year 2015-2016 has received the Distinguished Budget Presentation Award.</p> <p>For the major categories, a few of the comments made by the Budget Reviewers are noted.</p> <p style="padding-left: 40px;">The Budget as a Policy Document</p> <p style="padding-left: 40px;">Outstanding “The Budget process is well covered. I always enjoy a chart when possible.”</p> <p style="padding-left: 40px;">Outstanding “The strategic Plan is well done, complete yet simple.”</p>	

### The Budget as a Financial Plan

Outstanding "The major revenues are well described and explained with information about trends. Very complete."

Outstanding "The long-range outlook are great. We use that type and model and it is priceless."

### The Budget as an Operations Guide

Outstanding "Performance Measures are outstanding with numerous measures in different categories. This represents a great deal of work."

### The Budget as a Communication Device

"The graphs and charts depict fiscal and economic trends for the city. Overall the document is attractive and easy to understand for both the finance profession and the general public."

"The Operation's Guide portion of the document is an exemplary presentation. The strategic management plan is useful to the City Government and the City residents."

### General Comments

"Overall this budget presentation is an exemplary strategic management plan that will lead the City into the future with confidence and sound financial and operational planning."

GFOA states that the Distinguished Budget Presentation Award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff in meeting the highest principles of governmental budgeting. There are approximately 36,000 municipal units in the United States. Only 750 cities and towns participate in the awards program. Texas, with 110, has the highest number of participants of all the states. Hurst has received the Distinguished Budget Presentation Award for 27 consecutive years.

City Council Staff Report

The GFOA Distinguished Budget Presentation Award is the highest form of recognition in government budgeting. GFOA is a non-profit professional association serving 17,400 government finance professionals in the United States and Canada.

Funding and Sources:

There is no fiscal impact.

Recommendation:

There is no staff recommendation.



**Government Finance Officers Association**

203 North LaSalle Street, Suite 2700

Chicago, Illinois 60601-1210

312.977.9700 fax: 312.977.4806

March 3, 2016

Joni Baldwin  
Budget Director  
City of Hurst  
1505 Precinct Line Road  
Hurst, TX 76054

Dear Ms. Baldwin:

A Panel of independent reviewers has completed its examination of your budget document. We are pleased to inform you that the panel has voted to award your budget document the Distinguished Budget Presentation Award for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Enclosed is an application form to facilitate a timely submission. This form should be submitted with four copies of your budget accompanied by the appropriate fee.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

**Clay Caruthers, ACM, Joni Baldwin, Budget Director Russell Shiflet, Budget Analyst**

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will receive an award plaque that will be mailed separately and should arrive within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria.

The following standardized text should be used:



**Government Finance Officers Association**

203 North LaSalle Street, Suite 2700

Chicago, Illinois 60601-1210

312.977.9700 fax: 312.977.4806

Joni Baldwin

March 3, 2016

Page 2

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Hurst, Texas** for its annual budget for the fiscal year beginning **October 1, 2015**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

The Government Finance Officers Association encourages you to make arrangements for a formal presentation of the award. If you would like the award presented by a member of your state or provincial finance officers association, we can provide the name of a contact person for that group.

We appreciate your participation in this program and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients (with hyperlinks) can be found on GFOA's website at [www.gfoa.org](http://www.gfoa.org). If we can be of further assistance, please contact the Technical Services Center.

Sincerely,

A handwritten signature in blue ink that reads "Stephen J. Gauthier". The signature is written in a cursive style with a large, stylized 'S' and 'G'.

Stephen J. Gauthier, Director  
Technical Services Center

Enclosure

City Council Staff Report

SUBJECT: Public Hearing on Proposed Budget for Fiscal Year October 1, 2016 through September 30, 2017	
Supporting Documents:	
Public Hearing Notice	Meeting Date: 8/23/2016 Department: Fiscal Services Reviewed by: Joni Baldwin City Manager Review:
Background/Analysis:	
<p>A notice of the time and place of the public hearing on the proposed budget was published, at least seven (7) days prior to such hearing, on August 13, 2016, in the Fort Worth Star Telegram. The public hearing notice complies with the City's Charter and Chapter 102 of the Texas Local Government Code.</p> <p>Council will be asked to consider approval of the proposed budget ordinance, first-reading, on September 13, 2016.</p>	
Funding and Sources:	
There is no fiscal impact.	
Recommendation:	
Staff recommends City Council conduct a public hearing on the proposed Fiscal Year 2016-2017 budget.	

## **PUBLIC NOTICE BUDGET HEARING**

THE HURST CITY COUNCIL WILL HOLD A PUBLIC HEARING ON AUGUST 23, 2016 AT 6:30 P.M. AT HURST CITY HALL, 1505 PRECINCT LINE ROAD. ALL CITIZENS ARE INVITED TO ATTEND AND PROVIDE THE CITY COUNCIL WITH WRITTEN OR ORAL COMMENTS AND QUESTIONS RELATED TO THE CITY'S PROPOSED GENERAL FUND, COMMUNITY SERVICES HALF-CENT SALES TAX FUND, ENTERPRISE FUND, DEBT SERVICE FUND, AND OTHER OPERATING FUNDS BUDGETS. ALL PROPOSED BUDGETS CAN BE INSPECTED BY THE PUBLIC FROM 8:00 A.M. UNTIL 5:00 P.M., MONDAY THROUGH FRIDAY IN THE CITY SECRETARY'S OFFICE, AT HURST CITY HALL, OR AT THE HURST PUBLIC LIBRARY, 901 PRECINCT LINE ROAD, DURING REGULAR LIBRARY HOURS, OR ANYTIME ON THE CITY'S WEBSITE.

THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$926,947 OR 6.54%, AND OF THAT AMOUNT \$63,227 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.

City Council Staff Report

SUBJECT: Conduct a Public Hearing to consider tax rate for the City's 2016-2017 Fiscal Year Budget

Supporting Documents:	
Notice of Public Hearing	<p>Meeting Date: 8/23/2016</p> <p>Department: Fiscal Services</p> <p>Reviewed by: Joni Baldwin</p> <p>City Manager Review:</p>

Background/Analysis:

As required by the Local Government Code Section 140.010, the "Notice of 2016 Tax Year Proposed Property Tax Rate for City of Hurst" was published on August 13, 2016 to advertise two (2) public hearings on August 23, 2016 and September 1, 2016, which provides the public with the opportunity to make comments on a proposed tax rate of \$0.5879 for the City's 2016-2017 Fiscal Year Budget.

Funding and Sources:

There is no fiscal impact.

Recommendation:

The Tax Code Section 26.06 (d) requires that the City Council make the following announcement at the conclusion of the Public Hearing:

The Hurst City Council will vote on the adoption of a tax rate at public meetings to be held on September 13, 2016 and September 27, 2016 at 6:30 p.m. at Hurst City Hall.

# NOTICE OF 2016 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF HURST

A tax rate of \$ 0.5879 per \$100 valuation has been proposed for adoption by the governing body of the City of Hurst. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Hurst proposes to use revenue attributable to the tax rate increase for the purpose of providing services as presented in the City of Hurst's proposed 2016-2017 operating budget and public hearing presentation.

PROPOSED TAX RATE	\$0.5879	per \$100
PRECEDING YEAR'S TAX RATE	\$0.61056	per \$100
EFFECTIVE TAX RATE	\$0.55101	per \$100
ROLLBACK TAX RATE	\$0.58846	per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for the City of Hurst from the same properties in both the 2015 tax year and the 2016 tax year.

The rollback tax rate is the highest tax rate that the City of Hurst may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

**YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:**

$$= ( \text{rate} ) \times ( \text{taxable value of your property} ) / 100$$

For assistance or detailed information about tax calculations, please contact:

Ron Wright

Tarrant County tax assessor-collector

100 E. Weatherford Street, Fort Worth, Texas 76196

817-884-1100

taxoffice@tarrantcounty.com

<http://www.tarrantcounty.com/etax/site/default.asp>

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: August 23, 2016 @ 6:30 p.m. at Hurst City Hall, 1505 Precinct Line Rd, Hurst, Texas.

Second Hearing: September 1, 2016 @ 5:30 p.m. at Hurst City Hall, 1505 Precinct Line Rd, Hurst, Texas.

City Council Staff Report

SUBJECT: Presentation of the Annual Report on the Storm Water Management Plan	
Supporting Documents:	
	Meeting Date: 8/23/2016 Department: Public Works Reviewed by: Greg Dickens City Manager Review:
Background/Analysis:	
This item provides for City Engineer Duane Hengst to present the annual report on the Storm Water Management Plan.	
Funding and Sources:	
There is no fiscal impact.	
Recommendation:	
There is no staff recommendation.	

City Council Staff Report

<p>SUBJECT: Consider Resolution 1653 calling for a public hearing for the purpose of considering amendments to land use assumptions, capital improvements plan, and water and wastewater impact fees</p>	
<p>Supporting Documents:</p>	
<p>2016 Water and Wastewater Impact Fee Study (Executive Summary)                  Resolution 1653</p>	<p>Meeting Date: 8/23/2016                  Department: Public Works                  Reviewed by: Greg Dickens                  City Manager Review:</p>
<p>Background/Analysis:</p>	
<p>The City of Hurst currently assesses Water and Wastewater Impact Fees in accordance with Chapter 395, Financing Capital Improvements Required by New Development in Municipalities, Counties, and Certain other Local Governments of the Texas Local Government Code. An impact fee charge or assessment is imposed, by a city, on new development, in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to new development. Chapter 395 requires any city imposing an impact fee to update the land use assumptions and the capital improvements plan, and to review impact fees every five years. The City of Hurst contracted with Freese and Nichols, Inc., consulting engineers in Fort Worth, Texas to provide the current impact fee update study, which is included in your packet for this item.</p> <p>Chapter 395 requires a strict schedule for notices, public hearings, study availability, and ordinance adoption. The purpose of the proposed public hearing on September 27, 2016, is to allow the public to appear before Council and present evidence for or against any of the amendments to the land use assumptions, capital improvements plan, and impact fees. The notice of this public hearing will be published in the local newspaper at least 30 days prior to the public hearing. The Capital Improvement Advisory Committee (Planning and Zoning Board) will review the subject update study at a meeting on September 6, 2016, and provide comments to Council at least five days before the public hearing.</p>	

Funding and Sources:

There is no fiscal impact.

Recommendation:

Staff recommends that City Council approve Resolution 1653 calling for a public hearing for the purpose of considering amendments to the land use assumptions, capital improvements plan, and water and wastewater impact fees.

RESOLUTION 1653

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HURST, TEXAS, CALLING FOR A PUBLIC HEARING FOR THE PURPOSE OF CONSIDERING AMENDMENTS TO LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN, AND WATER AND WASTEWATER IMPACT FEES

WHEREAS, in accordance with Chapter 395 of the Texas Local Government Code, Section 395.055, a public hearing is required to consider amendments to the land use assumptions, capital improvements plan, and associated water and wastewater impact fees; and,

WHEREAS, the amendments, the land use assumptions, and the capital improvements plan, including the amount of any proposed amended impact fee per service unit will be made available to the public as of August 26, 2016; and,

WHEREAS, the City Council has on this date received the update of the land use assumptions and the capital improvements plan and is required by Section 395.042 to adopt an order, ordinance or resolution establishing a public hearing, to consider the land use assumptions, capital improvements plan, and associated water and wastewater impact fees for the designated service area.

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

Section 1. THAT, the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Section 2. THAT, the City Council of the City of Hurst, hereby establishes a public hearing date for September 27, 2016, to consider amendments to the land use assumptions, the capital improvements plan, and the associated water and wastewater impact fees.

AND IT IS SO RESOLVED.

Approved this the \_\_\_ day of \_\_\_ 2016, by a vote of \_\_\_ to \_\_\_ .

ATTEST:

CITY OF HURST

\_\_\_\_\_  
Rita Frick, City Secretary

\_\_\_\_\_  
Richard Ward, Mayor

Approved as to form and legality:

\_\_\_\_\_  
City Attorney



Innovative approaches  
Practical results  
Outstanding service

# 2016 WATER & WASTEWATER IMPACT FEE STUDY

Prepared for:

**City of Hurst**



6/29/2016

Prepared by:

**FREESE AND NICHOLS, INC.**  
4055 International Plaza, Suite 200  
Fort Worth, Texas 76109  
817-735-7300

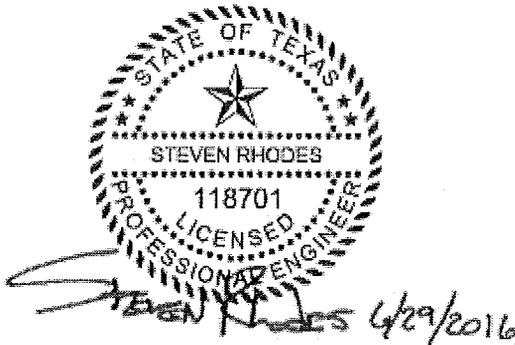


Innovative approaches  
Practical results  
Outstanding service

# 2016 WATER & WASTEWATER IMPACT FEE STUDY

Prepared for:

**City of Hurst**



FREESE AND NICHOLS, INC.  
TEXAS REGISTERED  
ENGINEERING FIRM F-2144

Prepared by:

**FREESE AND NICHOLS, INC.**  
4055 International Plaza, Suite 200  
Fort Worth, Texas 76109  
817-735-7300

Project Number  
CoH: 6816-203  
FNI: HRT15639



## **EXECUTIVE SUMMARY**

### **1.0 Background**

Chapter 395 of the Texas Local Government Code requires an impact fee analysis before impact fees can be created and assessed. Chapter 395 defines an impact fee as “a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development.” In September 2001, Senate Bill 243 amended Chapter 395 thus creating the current procedure for implementing impact fees.

### **2.0 Land Use Assumptions**

To assist the City of Hurst in determining the need and timing of capital improvements to serve future development, a reasonable estimation of future growth is required. Growth and development projections were formulated based on North Central Texas Council of Governments (NCTCOG) population projections and feedback from City staff. Assumptions pertaining to the type, location, quantity, and timing of various future land uses were developed utilizing the City’s land use zoning data. The 2016 population is estimated to be 38,340, while the projected 2026 population is approximately 39,678.

### **3.0 Capital Improvements Plan**

An impact fee capital improvements plan (CIP) was developed for the City of Hurst to ensure high quality water and wastewater service that promotes residential and commercial development. The recommended improvements will provide the required capacity and reliability to meet projected water demands and wastewater flows through year 2026. The total impact fee eligible cost for the water system improvements is \$767,731. The total impact fee eligible cost for the wastewater system improvements is \$1,688,311.



**4.0 Impact Fee Analysis**

The City of Hurst is a wholesale customer of the City of Fort Worth, which provides both water and wastewater service to the City. As part of the wholesale customer agreement, between the City and Fort Worth, Fort Worth’s impact fees must be added to the City’s impact fees. The City’s current impact fees, Fort Worth’s impact fees, and the total impact fee currently charged are summarized in **Table 4-1**.

**Table 4-1: Existing Water/Wastewater Impact Fee Summary**

	Water Impact Fee	Wastewater Impact Fee
City of Fort Worth	\$469	\$452
City of Hurst	\$587	\$722
<b>Total</b>	<b>\$1,056</b>	<b>\$1,174</b>

The impact fee analysis involves determining the utilization of existing and proposed projects required as defined by the capital improvement plan to serve new development over the next 10-year time period. The total projected costs include the projected 10-year capital costs, the projected finance cost for the capital improvements, and the consultant cost for preparing and updating the Capital Improvements Plan. The maximum allowable water impact fee is \$605 per service unit. The maximum allowable wastewater impact fee is \$1,331 per service unit, as summarized in **Table 4-4**. The maximum allowable impact fees represent up to 50% of the cost of growth related water and wastewater capital improvements. A comparison graph showing impact fees in other cities throughout the Metroplex is presented on **Figure 4-1**.

**Table 4-4: Maximum Allowable Impact Fees with Fort Worth Impact Fees**

	Water Impact Fee	Wastewater Impact Fee
City of Fort Worth	\$469	\$452
City of Hurst (50% of Maximum Allowable)	\$605	\$1,331
<b>Total</b>	<b>\$1,074</b>	<b>\$1,783</b>

City Council Staff Report

<p>SUBJECT: Consider authorizing the city manager to enter into an Agreement with ATMOS Energy Corporation concerning relocation of a high pressure gas transmission main along Pipeline Road</p>	
<p>Supporting Documents:</p>	
<p>Agreement</p>	<p>Meeting Date: 8/23/2016                  Department: Public Works                  Reviewed by: Greg Dickens                  City Manager Review:</p>
<p>Background/Analysis:</p>	
<p>ATMOS Energy Corporation (ATMOS) approached the City staff about their need to replace their existing high pressure gas main along the north side of Pipeline Road with a new 16-inch diameter steel main. The existing gas transmission main varies from 12-inch diameter to 16-inch diameter and, is in some spots, only a couple of feet deep. The replacement of this transmission main all across the city limits of Hurst is part of ATMOS's Capital Improvement Plan. Due to limited gas line easement left to relocate into north of the street, and the street pavement widening by approximately 6 to 7.5 feet to the north, ATMOS is proposing to install their new gas pipeline under the new concrete pavement in the middle of the most northerly outside 12-foot wide lane. This will put the centerline of the new 16-inch diameter gas main about 6.0 feet off the new north back of curb. The new gas main will be 4.0 feet deep or more to the top of pipe.</p> <p>The agreement outlines how ATMOS can use this 12-foot wide lane and what the City's responsibilities are. Also, it clarifies how ATMOS will coordinate with the City in order to install the new replacement main during the construction of Pipeline Road, Phase 2. ATMOS plans to work with the City on the future Phase 3 and Phase 4 of Pipeline Road improvements to replace the old gas transmission main with the new gas transmission main in the same manner as described in this agreement.</p> <p>The attorney for the City has been involved in the discussions and negotiations over the last 1.5 years with ATMOS concerning this agreement. Staff feels the agreement is in the best interest of the citizens of Hurst and the region.</p>	

Funding and Sources:

The agreement will not require any additional funding by the City other than the construction funding for the Pipeline Road, Phase 2 improvements.

Recommendation:

Staff recommends that City Council authorize the city manager to execute the Agreement with ATMOS Energy Corporation concerning relocation of a high pressure gas transmission main along Pipeline Road.

**AGREEMENT BETWEEN  
CITY OF HURST, TEXAS AND ATMOS ENERGY CORPORATION  
CONCERNING PIPELINE ROAD AND HIGH PRESSURE GAS TRANSMISSION MAIN**

STATE OF TEXAS           §  
  KNOW ALL MEN BY THESE PRESENTS  
COUNTY OF TARRANT   §

WHEREAS, **City of Hurst, Texas**, a municipal corporation operating under a Home Rule Charter, hereinafter referred to as "City", and ATMOS ENERGY CORPORATION, hereinafter referred to as "ATMOS", desire to enter into an agreement concerning Pipeline Road and the high pressure gas transmission main to be replaced.

WHEREAS, the **City** is planning to reconstruct and widen Pipeline Road from Precinct Line Road east to Brown Trail in three separate sections; and

WHEREAS, the **City** is planning to start the Phase II project from Precinct Line Road to Lorean Branch channel in the near future; and

WHEREAS, **ATMOS** wants to replace their existing high pressure gas transmission main in Pipeline Road with a new 16-inch diameter high pressure gas transmission main; and

WHEREAS, **ATMOS** would like to replace their main as part of each section of Pipeline Road reconstruction; and

WHEREAS, the City Council of the City of Hurst, Texas has deemed it necessary and in the best interest of the citizens of Hurst and the region to enter into said agreement.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto do hereby agree as follows:

1. Relocation of the ATMOS high pressure natural gas transmission main will be under a 12 foot - strip of Pipeline Road (the "12-foot corridor"). The location of this 12-foot corridor for Phase II of the City's road project shall be the 12 feet immediately south of the proposed northern curb line. The City and Atmos shall coordinate with respect to future phases of the City's road project to reserve a 12-foot corridor in approximately the same configuration (i.e., the 12 feet immediately south of the future northern curb line) along Pipeline Road throughout the city limits of Hurst for Atmos' use in future phases of this pipeline relocation.
2. The City will not authorize any other new utility installation (including city utilities) to locate in this said 12-foot corridor following the date of this agreement; however, utility lines existing prior to the date of this agreement shall not be required to relocate. This prohibition does not include lines to

serve individual customers, such as (but not limited to) lateral water lines. If such lines are needed, installation shall be as provided herein.

3. Efforts will be made by the City in its permitting process to maintain a safe clearance zone around the high pressure gas pipeline. Future utility crossings shall be installed perpendicular to the pipeline (or as close to perpendicular as reasonably possible) and the minimum vertical clearance for any crossing shall be at least 2'. Any crossing not meeting this criteria shall be submitted to Atmos for review and approval (such review to be timely, and such approval not to be arbitrarily withheld).
4. The ATMOS high pressure pipeline will be installed at a predetermined depth to help assure that it will not interfere with other existing and proposed utilities. Planned installed depth will be at or near four feet from top of pipe to pavement surface except in specific cases requiring horizontal directional drilling or when in conflict with planned city improvements.
5. Both parties will attempt to coordinate the installation of the pipeline with the expansion of the road to minimize cuts to the pavement, to the extent that such coordination does not delay construction of Pipeline Road and further inconvenience the traveling public. It is anticipated that the first segment of pipeline to be relocated will be from approximately Precinct Line Road to Barbara Ann Drive – referred to as Phase II.
6. ATMOS Energy shall place permanent, flush-mounted yellow markers on the pavement to indicate the presence of the pipeline; provided, however, that such markers would not be a replacement for other methods of locating said pipeline.
7. ATMOS Energy would be able to access its line at any time in accordance with existing franchise and City ordinance requirements regarding notice. Atmos shall not pay any permit or application fees for its use of the 12-foot corridor.
8. Where the installation of the pipeline is coordinated with the City of Hurst's road project, the City shall be responsible for pavement cuts and repairs, as well as traffic control. Where the installation of the pipeline cannot be coordinated with the City's road project, or for any future work by Atmos after the initial installation of the pipeline, ATMOS Energy will be responsible for pavement cuts and repairs, as well as traffic control. Any repairs or traffic control within the City limits of Hurst will be in accordance with the City of Hurst requirements.
9. ATMOS Energy may have limited above-ground facilities, such as, but not limited to, vent pipes and cathodic leads which would be placed in the right-of-way upon approval as to location by the City of Hurst. Such above ground facilities and locations will be developed and presented to the City of Hurst for approval through the normal construction permitting process.
10. The City of Hurst will not require Atmos to move its pipeline once installed in the 12-foot corridor. In the future, Atmos, at Atmos' discretion and sole cost, may replace or relocate the transmission line within the 12-foot corridor, and such relocation will be permitted through the City of Hurst Public Works Department.
11. ATMOS Energy will take no more than 90 calendar days to relocate the 16-inch transmission pipeline, which 90 days will begin on the date the City's contractor has completed pavement removal and ATMOS' contractor is clear to begin. If the relocation takes more than 90 calendar days, ATMOS will pay the City for the additional days of project coordination by the City's project

contractor. There will be a separate bid item for such additional coordination in the Pipeline Road Phase II project. The coordination involves items such as signage, barricades, erosion control, and driveway entrance maintenance. The City will coordinate with ATMOS to provide reasonable notice of the anticipated start date for ATMOS' contractor.

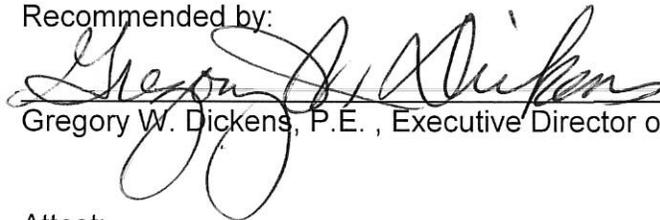
12. ATMOS Energy will begin the relocation of their existing 16-inch transmission pipeline at Precinct Line Road and proceed east towards Hurstview Drive. As soon as possible, the roadway section between Precinct Line Road and Chase Circle will be completed so the City's contractor can start roadway construction on that section.
13. Field density compaction tests will be supplied to the City Engineer by ATMOS as soon after the tests are taken as possible. All density tests should be 95% Standard Proctor Dry Density or greater with the appropriate moisture content. Tests should be taken one every 100 linear feet of trench per one foot lift.
14. All other ATMOS gas distribution pipelines will be relocated prior to the roadway project construction beginning. This relocation work will be coordinated with the City by ATMOS. All costs for traffic control, erosion control, and temporary asphalt street repairs having to do with these distribution pipeline relocations will be ATMOS' responsibility. Field density compaction tests will be supplied to the City Engineer by ATMOS as soon after the tests are taken as possible. All density tests should be 95% Standard Proctor Dry Density or greater with the appropriate moisture content. Tests should be taken one every 100 linear feet of trench per one foot lift.

EXECUTED this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF HURST, TEXAS**

\_\_\_\_\_  
Clay Caruthers, City Manager

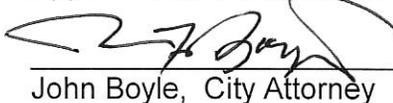
Recommended by:

  
\_\_\_\_\_  
Gregory W. Dickens, P.E., Executive Director of Public Works

Attest:

\_\_\_\_\_  
Rita Frick, City Secretary

Approved as to Form and Legality:

  
\_\_\_\_\_  
John Boyle, City Attorney

**ATMOS ENERGY CORPORATION**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

City Council Staff Report

<p>SUBJECT: Consider authorizing the city manager to proceed with City facilities Christmas decorations project</p>	
<p>Supporting Documents:</p>	<p>Meeting Date: 8/23/2016          Department: Community Services          Reviewed by: Allan Heindel          City Manager Review:</p>
<p>Background/Analysis:</p> <p>The major City of Hurst facilities are decorated for the Christmas season every year. Currently, there are no decorations for the new Hurst Justice Center. Additionally, new garland and wreathes are needed at City Hall, the Brookside Center, and the Recreation Center to replace the existing worn ones. The Christmas decorations have a very long lead time and must be ordered in the summer to be ready for Christmas 2017.</p> <p>Staff has been working with Arnett Marketing, LLC, to select appropriate Christmas decorations for the new Hurst Justice Center and replacements for the garland and wreaths at City Hall, the Brookside Center, and the Recreation Center. Staff received a quote, in the amount of \$46,258, for the decorations. Additionally, staff received a quote, in the amount of \$5,500, from the City's approved electrical contractor for the electrical work needed to add decorations to the Justice Center.</p> <p>The City of Hurst is a member of the BuyBoard purchasing consortium, which provides substantial cost savings for the purchase of decorations from Arnett Marketing, LLC. When making purchases through BuyBoard, the City can purchase directly from Arnett Marketing, LLC, as a BuyBoard low bidder.</p>	
<p>Funding and Sources:</p> <p>Funding in the amount of \$56,934 (includes a 10% contingency) for the City Facilities Christmas Decorations Project has been identified within the Special Projects Fund.</p>	

Recommendation:

It is recommended that the City Council authorize the city manager to proceed with the City Facilities Christmas Decorations Project, for an amount not to exceed \$56,934, with funding from the Special Projects Fund.

CITY OF HURST

Final Draft

COUNTY OF TARRANT

STATE OF TEXAS

On the 19<sup>th</sup> day of July, 2016, at 5:30 p.m., the Library Board of the City of Hurst, Texas, convened in Regular Meeting at the Library, 901 Precinct Line Road, Hurst, Texas, with the following members present to-wit:

- Betty Whiteside ) Chair
- Janie Melton-Judy ) Members
- Peggy Moore
- Lou Farris
- Ruth Kennedy
- Gus Nixon
- Bruce Hutto ) Alternates
- Margaret Coleman
- Allan Heindel ) Deputy City Manager
- Malaika Marion ) Managing Director of Community Services
- Hannah Titony ) Administrative Assistant
- Jesse Loucks ) Library Director

with the following members absent to-wit: Joyce Davis, constituting a quorum, at which time the following business was transacted.

**I. Call to Order**

Chair Betty Whiteside called the meeting to order at 5:30 p.m.

**II. Roll Call of Members**

Teri Smith conducted the Roll Call of Members.

**III. Approval of Minutes**

The minutes of the June 21, 2016 regular meeting were reviewed and approved as written.

**IV. Librarian’s Report**

**A. Statistical Report for June:** The Library Statistical Report for June was distributed to the Board. Jesse Loucks reviewed the report.

<u>June</u>	
Circulation.....	35,755
Number of Active Patrons.....	29,627
Volunteer Hours.....	445
Door Count.....	15,870
Electronic Usage Sessions.....	6,682

Page Views.....	15,034
Net Revenue .....	\$3,875
Children's Programming.....	2,319
Adult Programming.....	1,231
Outreach Programs .....	287

**B. Program & Events Report for June:** The Program & Events Report for June was distributed to the Board. Jesse Loucks reviewed the report. Pictures of events were displayed for the Board.

**C. Upcoming Programs and Events:** The Upcoming Programs and Events report was reviewed by Jesse Loucks. Pictures were displayed for the Board.

**D. Works in Progress**

**1. Youth Services Carpet Replacement:** Allan Heindel explained that the carpet in the Youth Services area will be replaced in the near future.

**2. Autocaller System Installation:** Jesse Loucks reported that the new autocaller system that calls patrons when holds are available will be installed as soon as the final component is delivered (expected delivery within the next 30 days).

**3. Historical Gallery Reorganization:** Allan Heindel informed the Board that Staff is currently working on reorganizing/cataloging the collections in the storage area of the Historical Gallery.

**E. Staff Activities**

**1. Personnel Highlight:** Allan Heindel reminded the Board of Bruce Hutto's request for information on Library Staff and what they do. Photos of Laura DePuy, Library Assistant Adult Services, were displayed and Jesse Loucks informed the Board that Laura was hired as a Library Aide in 2012 and was promoted to Library Clerk in 2013. He noted that Laura works the reference desk handling over 34,000 questions per year, she is an ILL Facilitator and a member of the Marketing Committee (designing displays, etc.), she has a perfect customer service record, and is a Notary Public.

**2. Personnel Update:** Allan Heindel noted that Barbara Pounders who worked behind the circulation desk has retired after 22 years of service. A photo of Barbara was displayed.

**3. Behind the Scenes:** Jesse Loucks informed the Board of the tremendous assistance of Library Staff in the case of emergencies and incidents that occur periodically in the Library.

**V. Reports of the Committees**

**A. Friends of the Hurst Public Library**

1. **June Revenue Report:** The Board was provided the Friends revenue report for June.
2. **Color Copier Update:** Mr. Loucks explained that the Friends have purchased two new color copiers for the Library that replaced the old copier and printer in the Copy Center. The new copiers have been installed and deployed.

**VI. Communications**

None at this time.

**VII. Unfinished Business**

None at this time.

**VIII. New Business**

None at this time.

**IX. Informational Items**

- A. Statistical Trend Analysis:** Jesse Loucks gave an overview of a 20 year trend of Library statistics to show the continued relevance of the Library.
- B. HEB Reads! Update:** Mr. Loucks informed the Board that Library Staff attended eight sessions at three schools for the HEB Reads! program with 287 children participating.
- C. 2016 Summer Reading Club Update:** He noted that 1,845 people have registered for Summer Reading Club with 1,223 actively participating.
  1. **Participation Update:** Participants have read 27,297 hours. There were 3,550 attendees for the programs.
  2. **Program Highlight – Japanese Drummers:** The Japanese Drummers was a very successful event with 246 in attendance.
  3. **Program Highlight – Movie Matinees:** Movie matinees in June had record breaking attendance of 777.
- D. 2016-17 Budget Update:** Allan Heindel gave a brief overview of the 2016-17 budget supporting the Library.

**X. Board Member and Citizen Comments**

None at this time.

**XI. Adjournment**

There being no further business, the meeting was adjourned by Chair Betty Whiteside at 6:22 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
RECORDING SECRETARY

STATE OF TEXAS

On the 21<sup>st</sup> day of July, 2016 at 6:00 p.m., the Parks and Recreation Board of the City of Hurst, Texas, convened in its Regular Meeting at the Hurst Public Library, 901 Precinct Line Road, Hurst, Texas, with the following member's present to-wit:

Alan Neace	)	Chairman
Ralph Hurd	)	Members
Rod Robertson	)	
Karen Spencer	)	
Bob Walker	)	
Cathy Thompson	)	Alternates
Gary Waldron	)	
Allan Heindel	)	Deputy City Manager
Chris Watson	)	Recreation Director
Kyle Gordon	)	Parks Director
Malaika Marion	)	Managing Director of Community Services
Eric Starnes	)	Director of Facilities & Project Management
Paige Lutz	)	Senior Secretary
Esther White	)	Wellness Coordinator

With the following members absent: Carol Cole and Pat King, constituting a quorum, at which time the following business was transacted:

- I. **Call to Order:** Alan Neace called the meeting to order at 6:00 p.m. He introduced new Board Member, Gary Waldron. The Board welcomed Mr. Waldron.
- II. **Roll Call of Members:** Paige Lutz conducted the Roll Call of Members.
- III. **Approval of Minutes:** Ralph Hurd made a motion to approve the minutes of the June 16, 2016 regular meeting as written; Cathy Thompson seconded the motion.

AYES: Hurd, Neace, Robertson, Spencer, Thompson, Waldron, Walker

NOES: None

IV. **Staff Report:**

A. **Director's Reports:**

1. **Program Highlight:** Allan Heindel reported that Esther White, Hurst Wellness Coordinator, would present the July Program Highlight: The Hurst Hustler's Running Club Program. Esther reported this very popular program has been offered to members, ages 13 to 75 years, for the past 15 years. The Club meets on Monday's at the Recreation Center.
2. **June Participation Report:** Chris Watson, Recreation Director, presented the following statistics for the June Participation Report.

<u>June</u>	
Recreation Center	20,622
Tennis Center	1,358
Facility Rentals	169

**B. Special Events:**

1. **2016 Chisholm Pond Fish Stocking Program:** The dates for the upcoming fish stocking at the Chisholm Park Pond were displayed.
2. **Golden Couples Recap:** The Golden Couples event was held on June 18<sup>th</sup> at the Hurst Senior Citizens Activities Center. Chris Watson reported that 53 couples registered for the event, 43 couples attended. The event offered light snacks and the *Doc Gibbs Band* entertained.
3. **2016 Stars & Stripes Recap:** Chris Watson presented a recap of the 15<sup>th</sup> Annual Hurst Stars and Stripes event that took place on July 4<sup>th</sup> at Hurst Community Park. An estimated 38,000 participants were in attendance.
4. **Kid's All-American Fishing Derby Update:** Chris Watson reminded the Board that the Kid's All-American Fishing Derby has been re-scheduled for September 17, 2016. He noted that In & Out Burger will continue to offer a free meal to each participant at the event.

**C. Works in Progress:**

1. **City Hall Landscape Project:** The Parks Division will plant landscaping around the newly renovated Finance area in late summer. Additionally, the Parks Division will plant landscaping on the south end of the Justice Center in the fall.
2. **Highway 10 Median Landscape Improvements:** The median improvement project will start August 1<sup>st</sup>.
3. **Rickel Park TRA Project:** This pipeline project is nearly complete.

4. **Chisholm Park Improvements:** The status of the improvements are as follows:

- ) The permanent well will be installed after Labor Day.
- ) The bollard installation will start again the first week of August.

5. **Master Plan Update:** Council approved Halff Associates in late June to perform professional consulting services for the 2016 Master Plan. Currently, the contract is in the process of being executed.

6. **TXDOT Green Ribbon Grant Update:** Texas Department of Transportation (TXDOT) awarded the City \$500,000 in early July to landscape six medians at SH10 and IH820. TXDOT will be issuing an Amended Funding Agreement by mid-August for the City to execute upon Council approval.

7. **Recreation Center Roofing and Flooring Project:** The roofing contract has been fully executed and the Contractor will be mobilizing on-site the week of July 25<sup>th</sup>.

8. **Central Aquatics Center:** Demolition of the site is in progress. The underground utilities for the mechanical buildings will be started by late July.

**D. Staff Activities:**

1. **August Calendar:** Chris Watson reviewed the calendar of events for the month of August.

- V. Report of the Committee:** None to discuss at this time.

- VI. Communications:** Two articles from the *Fort Worth Star Telegram* regarding the Hurst Running Club and the Fish Stocking at Chisholm Park were included in the Board Member's packets.

- VII. Unfinished Business:** None to discuss at this time.

- VIII. New Business:** None to discuss at this time.

**IX. Informational Items:**

- A. Chisholm Aquatics Center Project Update:** In response to a Board Member inquiry, Chris Watson presented a year-to-date Attendance Comparison for the Chisholm Aquatics Center and Central Aquatics Center for the past three years. Rod Robertson inquired as to how the maximum capacities of the centers are determined. Allan Heindel reported

that a team of consultants and the formula established by the State of Texas are used in making that determination.

- B. Parker Cemetery:** Malaika Marion reported that in working with the Hurst Historical Landmark Preservation Committee plans are underway to restore the Parker Cemetery to its historical state. She stated that Texas Cemetery Restoration, LLC is in the process of preparing a proposal to verify where the actual grave sites are located and repair or replace damaged tombstones. She reviewed the plans for the restoration.
- C. 2016 PALS Camp Program Recap:** Chris Watson reported that the Annual Police Athletic League (PALS) Camp Program was held June 20-24. This program is a cooperative effort between the Hurst Police Department, Recreation Division, and the Hurst Public Library.
- D. HUSA Signage Request:** Chris Watson presented the new signage that has been posted at the Hurst Athletic Complex soccer fields for the youth games conducted through the Hurst United Soccer Association. The signage is designed to encourage good sportsmanship and conduct.
- E. 2016-17 Budget Update:** Allan Heindel presented an overview of the City's budget for FY 2016-17. The presentation included a summary of the Community Services General Fund and Half Cent Fund, PAYGO Fund, and Park Donation Fund.
- X. Board Member and Citizen Comments:** Rod Robertson inquired as to who is responsible for the mosquito monitoring in the City. Allan Heindel reported that there are monitoring stations throughout the City. The City is responsible for setting the traps, but the County is responsible for the testing. He noted that once a positive test is found, the City will spray in that area. Mr. Robertson inquired as to the possibility of a Learn-to-Swim scholarship program for the low income areas in Hurst. Allan Heindel reported that staff would look into the possibility.
- XI. Adjournment:** Ralph Hurd made a motion to adjourn the meeting; Bob Walker seconded the motion.

AYES: Hurd, Neace, Robertson, Spencer, Thompson, Waldron, Walker

NOES: None

Alan Neace adjourned the meeting at 7:10 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
RECORDING SECRETARY

CITY OF HURST

Final Draft

COUNTY OF TARRANT

STATE OF TEXAS

On the 21<sup>st</sup> day of July, 2016, at 11:00 a.m., the Hurst Senior Citizens Advisory Board of the City of Hurst, Texas, convened in Regular Meeting at the Hurst Senior Center, 700 Heritage Circle, Hurst, Texas, with the following members present to-wit:

Marcy Davis	)	Chair
Gerald Grieser	)	Members
Bob Hampton		
Doris Young		
Joan Stinnett		
John Smith		
John Sechrist		
Barbara Albright		
Marie Perry	)	Alternates
Allan Heindel	)	Deputy City Manager
Malaika Marion	)	Managing Director of Community Services
Linda Rea	)	Senior Center Director
Michelle Varley	)	Activities Coordinator
Teri Smith	)	Administrative Assistant

with the following members absent to wit: Durwood Foote, constituting a quorum, at which time the following business was transacted.

**I. Call to Order**

Marcy Davis called the meeting to order at 11:00 a.m.

**II. Roll Call of Members**

Teri Smith conducted the Roll Call of Members.

**III. Approval of Minutes**

The minutes from the June 16, 2016 meeting were approved as written.

**IV. Senior Center Director's Report**

**A. Statistical Report for June:** The Statistical Report for June was distributed to the Board and reviewed by Linda Rea.

June

Center Attendance.....	12,850
Number of Members.....	1,712
Volunteer Hours.....	1,136
Net Revenue.....	\$10,034
Fitness Center Attendance.....	3,304
Class Attendance.....	2,481
Aquatics.....	137

**B. Program & Event Report:** The Program & Event Report for June was distributed to the Board and reviewed by Michelle Varley.

**C. Upcoming Programs & Events:** A list of Upcoming Programs & Events was distributed to the Board and reviewed by Michelle Varley.

**D. Works in Progress**

1. **Front Desk Electronic Display:** Allan Heindel informed the Board that the large electronic display at the front desk has been installed and will be working soon.
2. **Television Service:** Mr. Heindel informed the Board that the television antenna has been repaired and is working well most of the time. However, it may need to be replaced soon to allow for better reception.
3. **West Side Door:** He noted that the west side door has been repaired and is in good working order.
4. **Lobby Radio:** Mr. Heindel explained that cables have been replaced and the lobby radio is working well.
5. **Billiards Table Repairs:** He reported that the billiards table pockets have also been repaired following the replacement of the table felt.

**E. Staff Activities**

1. **Senior Expo:** Michelle Varley informed the Board that she attended the Senior Expo and she signed up to participate in the October 7<sup>th</sup> event that will be a great way to advertise the Senior Center's Holiday Craft Fair and Market.
2. **Northeast Senior Community Forum:** Linda Rea noted that she attended the Northeast Senior Community Forum where she gathered information about transportation issues for seniors.

**V. Communications**

**A. Water Bill Insert:** Linda Rea informed the Board of the insert that went out in this month's water bill regarding the Senior Center's Luau Member Mixer and Holiday Craft Fair and Market.

**VI. New Business**

None at this time.

**VII. Informational Items**

- A. Program Highlight – Furr-ever Friend Spotlight:** Linda Rea explained the Furr-ever Friends program that is a great collaboration with Animal Services where seniors can adopt a pet that is in danger of being euthanized.
- B. Silver & Fit Program:** Malaika Marion informed the Board that the City is pursuing the Silver & Fit Program membership for Senior Center members and will keep the Board updated at the August meeting.
- C. 2016-17 Budget:** Allan Heindel gave a brief overview of the 2016-17 budget supporting the Senior Center.
- D. Community Services Collaboration:** Allan Heindel explained the collaborative effort between the Senior Center, Recreation Department and Parks Department for special events. He noted that the Senior Center allowed Staff from the other Departments to utilize their break room and restrooms during the Stars & Stripes event and the Golden Couples event is held every year at the Senior Center.

**VIII. Board Member and Citizen Comments:**

None at this time.

**IX. Adjournment**

There being no further business, the meeting was adjourned by Marcy Davis at 11:35 a.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
RECORDING SECRETARY

## **Future Event Calendar**

**August 23, 2016**

<b>DATE AND TIME</b>	<b>ACTIVITY</b>
Tuesday, August 23, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers
Thursday, September 1, 2016 5:30 p.m.	Special City Council Meeting City Council Chambers
Monday, September 5, 2016	Holiday City Offices Closed
Tuesday, September 6, 2016 5:30 p.m.	City Council Work Session Hurst Conference Center
Tuesday, September 13, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers
Tuesday, September 27, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers
Tuesday, October 11, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers
Tuesday, October 25, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers