

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 8th day of March, 2018, at 2:00 p.m., the Historical Landmark Preservation Committee of the City of Hurst, Texas, convened in Regular Meeting at the Library, 901 Precinct Line Road, Hurst, Texas, with the following members present:

Georgia Kidwell)	Chair
Betty Whiteside)	Vice Chair
Billye Runnels-Jones)	Members
Larry Kitchens		
Carol Cole		
Kyle Gordon)	Managing Director of Community Services
Jesse Loucks)	Library Director
Hannah Titony)	Library Assistant - Administration

with the following members absent: Charles Swearngen, constituting a quorum, at which time the following business was transacted:

I. Call to Order

Georgia Kidwell called the meeting to order at 2:01 p.m.

II. Roll Call of Members

Hannah Titony conducted the Roll Call of Members.

III. Approval of Minutes

The minutes of the February 8th, 2018 regular meeting were reviewed and approved as written.

IV. Communications

A. Texas Historical Commission Letter: Kyle Gordon presented a letter from the Texas Historical Commission stating that before the installation of the wrought iron fence, an archeologist must investigate each of the areas where subsurface excavation will occur to determine if unmarked graves are present. Also, since the work will occur on land owned or controlled by an entity of the state, an Antiquities Permit must be secured from Texas Historical Commission before fieldwork may begin.

The Director of Facilities and Project Management, Eric Starnes, will be the project manager for this process and has met with an archeologist to get an estimate for the archeological work.

V. **Unfinished Business**

- A. **“A History of Hurst” Website Update:** Larry Kitchens stated he needs more time to finalize his research before it is added to the City of Hurst website.
- B. **Consider Parker Cemetery Project:** Kyle Gordon updated the Committee on the Parker Cemetery Project. The City Council review will not occur until the Committee’s comments are addressed.

1. **Number of Entrances:** Larry Kitchens suggested one entrance along the northeastern side of the property and a second entrance along the middle of the north side of the property.

Betty Whiteside made a motion that Parker Cemetery have two entrances, a main entrance for pedestrians along the middle of the north side of the property and a service entrance along the northeastern side of the property. Carol Cole seconded the motion.

Ayes: Billye Runnels-Jones, Larry Kitchens, Georgia Kidwell, Betty Whiteside, and Carol Cole.

Noes: None.

2. **Location of Entrances:** This item was included in the previous approved motion.
3. **Names of Entrance(s):** The Committee discussed including Post Oak in the Parker Cemetery name.

Betty Whiteside made a motion that the main entrance for pedestrians along the north side of the property facing Cardinal Drive be named Post Oak - Parker Cemetery. Billye Runnels-Jones seconded the motion.

Ayes: Larry Kitchens, Georgia Kidwell, Carol Cole, Betty Whiteside, and Billye Runnels-Jones.

Noes: None.

4. **Entrance Design (with ADA compliance):** Kyle Gordon reminded the Committee that any design applied to the property must be within ADA compliance. Davis & Davis is the original designer for the current Parker Cemetery archway. The Committee would like for the design to stay consistent and would like to utilize the service of Davis & Davis again.

Larry Kitchens presented photos from other cemeteries he has visited and suggested a flagstone pathway, like the Mount Gilead Cemetery in Keller, for the Parker Cemetery. This is preferred over the standard cement sidewalk pathway. Mr. Kitchens also suggested installing low maintenance, non-irrigated flower boxes at the entrance. Once the medallion is received from the Texas Historical Commission, the

Committee would like for this to be placed on a column at the entrance rather than the archway as previously stated.

Billye Runnels-Jones made a motion to move forward with the entrance design with Davis & Davis. Betty Whiteside seconded the motion.

Ayes: Carol Cole, Larry Kitchens, Georgia Kidwell, Betty Whiteside, and Billye Runnels-Jones.

Noes: None.

- 5. Internal Fence Conflicts:** The chain-link fence installed by Mary Parker England that extends to Cardinal Drive conflicts with the openness of the cemetery once the wrought iron fence installation is complete. It is recommended to remove the part of the chain-link fence in the area where there are no burials.

Larry Kitchens made a motion to remove the internal fence conflict. Betty Whiteside seconded the motion.

Ayes: Georgia Kidwell, Billye Runnels-Jones, Carol Cole, Betty Whiteside, and Larry Kitchens.

Noes: None.

- 6. South Perimeter Fence Private Property Conflict:** Kyle Gordon informed the Committee that Mr. Tylaska owns the property south of the cemetery along State Highway 10. The City has maintained this property for years and, with the Committee's approval, plans to ask Mr. Tylaska to enter into an agreement to install a wrought iron fence along the outside of the chain-link fence.

Larry Kitchens suggested that the City enter into a legal agreement with Mr. Tylaska that is vetted by the City Attorney. The City would have use of that section of his property for purposes of beautification and park space.

Betty Whiteside made a motion to have the City Attorney look into agreements with Mr. Tylaska. Billye Runnels-Jones seconded the motion.

Ayes: Larry Kitchens, Georgia Kidwell, Carol Cole, Betty Whiteside, and Billye Runnels-Jones.

Noes: None.

- 7. Provisions for Security:** The Committee agreed that no additional lighting will be installed at Parker Cemetery. The use of a padlock clasp on the gates was also agreed upon. This would mean the cemetery would not be opened to the public. If volunteers or visitors would like

access granted to the cemetery, they would be able to call the City of Hurst Parks Department to get the combination to enter the property.

Billye Runnels-Jones made a motion to proceed with no lighting and a padlock clasp on the gates. Betty Whiteside seconded the motion.

Ayes: Georgia Kidwell, Larry Kitchens, Carol Cole, Billye Runnels-Jones, and Betty Whiteside.

Noes: None.

Kyle Gordon reviewed the timeline for the Parker Cemetery Project and presented the rough outline of what will occur in the coming months. Larry Kitchens mentioned the Committee should look into redoing the current historical markers on-site at Parker Cemetery. The Committee will table this until Mr. Kitchen's "*A History of Hurst*" research has been completed.

VI. New Business

- A. Alternative Historical Landmark Significance Recognition Proposal:** Larry Kitchens submitted a proposal for the Committee to consider altering the current criteria for a landmark to be considered historical. Georgia Kidwell requested Kyle Gordon email the Committee the current ordinance for the Committee to review before discussing changing it. Mr. Gordon will email the document before the next meeting and it will be added as an item on the April agenda.
- B. Candidates for Recognition and/or Historical Landmarks:** Carolyn Kitchens submitted a document for the Committee to consider regarding Hurst homes being deemed historical landmarks. This item will be tabled until the current ordinance is reviewed.
- C. Consider Future Committee Structure Recommendation:** Kyle Gordon stated that although the decision would ultimately be up to the City Council, the City would like a recommendation for the future structure of the Committee from its current members. Larry Kitchens suggested keeping the current Committee structure but adding members. The current structure is compiled of one City Council representative, one Library Board representative, one Parks and Recreation Board representative, one Planning and Zoning Commission, one citizen-at-large, and one ex officio member.

Betty Whiteside made a motion to keep the current structure but add two more citizen-at-large members and two alternates. Carol Cole seconded the motion.

Ayes: Georgia Kidwell, Larry Kitchens, Billye Runnels-Jones, Carol Cole, and Betty Whiteside.

Noes: None.

VII. Informational Items

- A. **Hurst 2017 Parks, Recreation & Open Space Plan Update:** Kyle Gordon informed the Committee that the City Council will review this plan with the Committee's recommended changes on March 27th.
- B. **Hurst History Project Video Approval:** This item on the agenda was tabled until the April meeting.
- C. **Phase V Candidate Selection:** The Committee provided Jesse Loucks with some details about the previously selected Phase V candidates in order for him to contact them regarding taking part in the Hurst Oral History Project.

Mr. Loucks requested the Committee provide four more names for Phase V. The Committee chose Kay Baker, Glen Whitley, and Carol Cole.

Seven names out of the eight needed have been selected. The Committee will return at the April meeting with one last name and further contact information for all candidates.

D. Parker/Post Oak Cemetery Maintenance Project

- 1. **Subcommittee Update:** The Committee reviewed the Volunteer Guidelines, Waiver of Liability, and Daily Sign-in Form the Subcommittee created and had no changes.

Betty Whiteside made a motion to approve the Volunteer Guidelines as written. Carol Cole seconded the motion.

Ayes: Georgia Kidwell, Larry Kitchens, Carol Cole, Betty Whiteside, and Billye Runnels-Jones.

Noes: None.

E. Texas Historical Cemetery Designation

- 1. **Historical Subcommittee Application Update:** Kyle Gordon presented the Committee with the Texas Historical Commission Historic Texas Cemetery Request for Designation application. Mr. Gordon requested that the Subcommittee help with the highlighted sections throughout the application.

- F. **GPR Analysis Update:** GPR Analysis Instructions were distributed to the Committee in order to assist with reading the GPR study performed by Dr. Kent Schneider.

VIII. Other Business

- A. **Future Meeting Date and Time:** The Committee agreed that the meeting date will stay as the second Thursday of every month at 2 p.m. until the City Council

makes new appointments to the Committee. Therefore, the next meeting date is Thursday, April 12th at 2 p.m.

IX. Board Member and Citizen Comments

None at this time.

X. Adjournment

There being no further business, the meeting was adjourned by Chair Georgia Kidwell at 3:58 p.m.

APPROVED this the _____ day of _____, 2018.

APPROVED:

ATTEST:

CHAIR

RECORDING SECRETARY