

**WORK SESSION AGENDA OF THE CITY COUNCIL OF HURST, TEXAS  
CITY HALL, 1505 PRECINCT LINE ROAD  
FIRST FLOOR CONFERENCE ROOM  
TUESDAY, MARCH 26, 2019 – 5:30 P.M.**

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**I. Call to Order**

**II. Informational Items**

- ) **Discussion and Legislative Update**
- ) **Discussion and Update of 6Stones CPR and Employee Giving Day**
- ) **Discussion and Update of the Animal Shelter**

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

Conduct a public hearing to consider Z-18-02 Hearthstone, a zoning change with a site plan from GB-PD to R1-PD for Lot 6 and a portion of Lot 5R, Block 2, Prestondale Estates, being 1.83 acres located at 741 Regency Drive

Consider Ordinance 2411, first reading, Z-18-02 Hearthstone, a zoning change with a site plan from GB-PD to R1-PD for Lot 6 and a portion of Lot 5R, Block 2, Prestondale Estates, being 1.83 acres located at 741 Regency Drive

**Michelle Lazo**

**IV. Discussion of Agenda Item(s) 6**

Consider Ordinance 2409, first reading, amending Section 26-49 Water Conservation Plan of the Code of Ordinances

**Greg Dickens**

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

Consider Ordinance 2410, first reading, amending Section 26-36 Drought Contingency Plan of the Code of Ordinances

**Greg Dickens**

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

Consider Resolution 1730, revising the signatory authority of the TexPool's list of authorized representatives

**Paul Brown**

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

Consider authorizing the city manager to approve funding for the 44th Year Community Development Block Grant (CDBG) project Sheri Lane Paving, Water, and Sewer Improvements

**Greg Dickens**

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

Consider authorizing the city manager to enter into a Purchase Agreement with WatchGuard to purchase in-car cameras and digital video recorders

**Steven Niekamp**

**VIII. Adjournment**

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

This the 22<sup>nd</sup> day of March 2019, 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, MARCH 26, 2019**

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**AGENDA:**

**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 Pro Tem David Booe)**

**PLEDGE OF ALLEGIANCE**

**PRESENTATION(S)**

1. Presentation and acceptance of Comprehensive Annual Financial Report (CAFR) by BKD CPAs & Advisors (BKD)

**CONSENT AGENDA**

2. Consider approval of the minutes for the February 26 and March 2, 2019 City Council meetings
3. Consider Ordinance 2407, second reading, allowing for the mobile fueling of Type IB liquids

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

4. Conduct a public hearing to consider Z-18-02 Hearthstone, a zoning change with a site plan from GB-PD to R1-PD for Lot 6 and a portion of Lot 5R, Block 2, Prestondale Estates, being 1.83 acres located at 741 Regency Drive
5. Consider Ordinance 2411, first reading, Z-18-02 Hearthstone, a zoning change with a site plan from GB-PD to R1-PD for Lot 6 and a portion of Lot 5R, Block 2, Prestondale Estates, being 1.83 acres located at 741 Regency Drive

**ORDINANCE(S)**

6. Consider Ordinance 2409, first reading, amending Section 26-49 Water Conservation Plan of the Code of Ordinances
7. Consider Ordinance 2410, first reading, amending Section 26-36 Drought Contingency Plan of the Code of Ordinances

**RESOLUTION(S)**

8. Consider Resolution 1730, revising the signatory authority of the TexPool's list of authorized representatives

**OTHER BUSINESS**

9. Consider authorizing the city manager to approve funding for the 44th Year Community Development Block Grant (CDBG) project Sheri Lane Paving, Water, and Sewer Improvements
10. Consider authorizing the city manager to enter into a Purchase Agreement with WatchGuard to purchase in-car cameras and digital video recorders
11. Review of board, commission and committee meeting minutes:
  - ) Library Board
  - ) Parks and Recreation Board
  - ) Senior Citizens Advisory Board
12. Review of upcoming calendar items
13. City Council Reports - Items of Community Interest

**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 22nd day of March 2019, by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 561.087 of the 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.**

City Council Staff Report

SUBJECT: Presentation of the Comprehensive Annual Financial Report (CAFR) by BKD CPAs & Advisors (BKD)

Supporting Documents:

Meeting Date: 3/26/2019  
Department: Fiscal and Strategic Services  
Reviewed by: Paul Brown  
City Manager Review:

Background/Analysis:

The City's audit firm, BKD, will present the CAFR for fiscal year ended September 30, 2018.

The independent audit was conducted in accordance with Section 5.45 of the City Charter, which states "The council shall cause an independent audit to be made of the books of account, records, and transactions of all the administrative departments of the city at least once yearly."

A draft of the independent audit report was presented to the City Council during the Work Session on February 26, 2019.

Funding and Sources:

While there is no fiscal impact, the CAFR supports the Hurst Way by furthering our goals of Public Service and Financial Sustainability. The CAFR provides information to the Community, Council, and staff about how the City manages its resources, including its financial position and results of operations.

Recommendation:

Staff supports the presentation of the audited CAFR for fiscal year ended September 30, 2018 to the City Council.

**Minutes  
Hurst City Council  
Work Session  
Tuesday, February 26, 2019**

On the 26<sup>th</sup> day of February 2019, at 5:33 p.m., the City Council of the City of Hurst, Texas, convened in Work Session at City Hall, 1505 Precinct Line Road, Hurst, Texas, with the following members present:

Henry Wilson	)	Mayor
David Booe	)	Mayor Pro Tem
Bill McLendon	)	Councilmembers
Larry Kitchens	)	
Jon McKenzie	)	
Cathy Thompson	)	
Cindy Shepard	)	
Clay Caruthers	)	City Manager
Allan Heindel	)	Deputy City Manager
John Boyle	)	City Attorney
Rita Frick	)	City Secretary
Steve Bowden	)	Executive Director of Economic Development
Clayton Fulton	)	Executive Director of Strategic and Fiscal Services
Steven Niekamp	)	Police Chief
Jim Pell	)	Police Lieutenant
Malaika Marion Farmer	)	Executive Director of Administration and Customer Service
Michelle Lazo	)	Executive Director of Planning and Development
Kara McKinney	)	Public Information Officer

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

**I. Call to Order – Mayor Wilson called the meeting to order at 5:33 p.m.**

Council discussed the work session items in the following order: Item, II, III and V. The remaining items were not discussed in work session.

**II. Informational Item Informational Items**

) **Discussion and Legislative Update** – City Manager Caruthers noted Executive Director of Strategic and Fiscal Services Clayton Fulton and Fire Chief Palla plan to attend the hearing on H.B. 2, Wednesday, and provided a copy of the City’s informational packet.

) **Discussion and Update of Town Hall Forum** – Executive Director of Administration and Customer Service Malaika Marion Farmer provided an overview of the upcoming Town Hall Forum.

) **Discussion and Update of 2018 Comprehensive Annual Financial Report** - BKD Auditor David Coleman briefed Council on the draft Comprehensive Annual Financial Report Year Ended September 30, 2018. City Manager Clay Caruthers stated this item

will be on the Council's March 26 agenda for presentation and acceptance. Mr. Coleman stated the City is receiving a clean and unmodified opinion. He explained new accounting standards, GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, resulted in an adjustment to beginning net position of 2018. He explained that this is nothing new for the city but is being restated per new accounting rules. City Manager Caruthers stated the City created a trust fund several years ago, which can only be used for retiree healthcare, and actually lowers the City's liability by approximately 3 million dollars. Mr. Coleman noted governmental funds exceed the established 90-day balance requirement and commended the City on balancing the budget. Also reviewed were proprietary funds and their operations and Texas Municipal Retirement System disclosures. Mr. Coleman stated the audit is in the final stages and indicates the city is in good shape. City Manager Caruthers noted staff will file some technical filings before the March 26, 2019 meeting so all filing deadlines will be met.

**III. Discussion of Agenda Item(s) 6**

Consider approval of Phase I and II of the environmental impact study for the proposed land purchase with Tarrant County College for the Animal Shelter and Adoption Center.

Deputy City Manager Allan Heindel briefed Council on the environmental impact study noting Phase I is complete, and Phase II is currently underway. He explained the consultant requested a change order to cover additional equipment and labor costs necessary to complete the study.

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

Consider Resolution 1728 authorizing the city manager to enter into a new Continuing Disclosure Agreement with the Trinity River Authority (TRA)

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

Consider Ordinance 2407, first reading, allowing for the mobile fueling of Type IB liquids

Fire Marshal Matt Easter briefed Council on the proposed ordinance allowing for the mobile fueling of Type IB liquids, noting the permit is for commercial fleet vehicles and the process is allowed in the new Fire Code.

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

Consider approval of Resolution 1727 supporting the Transportation Alternatives Set-Aside Program Highway 10 Trail Project

**Allan Heindel**

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

Consider approval of Resolution 1729 to meet match requirements for expenditures under the Tarrant County Home Investment Partnership Program

**Michelle Lazo**

**VIII. Adjournment – The meeting adjourned at 6:21 p.m.**

**APPROVED** this the 26<sup>th</sup> day of March 2019.

**ATTEST:**

**APPROVED:**

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Rita Frick, City Secretary

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Henry Wilson, Mayor

**City Council Minutes**  
**Tuesday, February 26, 2019**

On the 26<sup>th</sup> day of February 2019, 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:

Henry Wilson	)	Mayor
David Booe	)	Mayor Pro Tem
Bill McLendon	)	Councilmembers
Larry Kitchens	)	
Jon McKenzie	)	
Cathy Thompson	)	
Cindy Shepard	)	
Clay Caruthers	)	City Manager
Allan Heindel	)	Deputy City Manager
John F. Boyle	)	City Attorney
Rita Frick	)	City Secretary
Clayton Fulton	)	Executive Director of Strategic and Fiscal Services
Steve Bowden	)	Executive Director of Economic Development
Michelle Lazo	)	Executive Director of Planning and Community Development
Malaika Marion Farmer	)	Executive Director of Administration and Customer Service

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

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

Councilmember Cathy Thompson gave the Invocation.

The Pledge of Allegiance was given.

**PRESENTATION(S)**

1. Presentation of the 2019 Texas Public Pool Council (TPPC) Award. Recreation Manager Jennifer Kashner presented the Texas Public Pool Council Agency of the Year Award, TPPC's highest honor and the Texas Public Pool Council Special Event Programming Award presented to the Hurst Aquatics team for 2018. Ms. Kashner expressed her appreciation to the aquatics team for their accomplishments and success.
2. Presentation of the Certificate of Achievement for Excellence in Financial Reporting, Fiscal Year 2016-2017. Managing Director of Finance Paul Brown presented the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2016-2017 noting this marks the 44<sup>th</sup>

consecutive year the City has received the award. Also, only 80 cities nationwide, including 15 Texas cities, have received the award for at least forty years.

### **CONSENT AGENDA**

3. Considered approval of the minutes for the February 12, 2019 City Council meetings.
4. Considered Ordinance 2404, second reading, amending Chapter 9-Flood Hazard Prevention of the Code of Ordinances.
5. Considered Ordinance 2406, second reading, SP-18-06 Service First Auto Center, a site plan for Lot 1, Block 1, Canaan Center Addition, being 2.35 acres located at 701 Grapevine Highway.
6. Considered approval of Phase I and II of the environmental impact study for the proposed land purchase with Tarrant County College for the Animal Shelter and Adoption Center.
7. Considered Resolution 1728 authorizing the city manager to enter into a new Continuing Disclosure Agreement with the Trinity River Authority (TRA).

Councilmember Booe moved to approve the consent agenda. Motion seconded by Councilmember Thompson. Motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, McKenzie, Thompson, and Shepard  
No: None

### **ORDINANCE(S)**

8. Considered Ordinance 2407, first reading, allowing for the mobile fueling of Type IB liquids.

Fire Marshal Matt Easter reviewed the proposed Ordinance noting a vendor requested a permit from the fire department to begin mobile fueling of Class IB flammable liquids (gasoline) in a location in Hurst. He explained Chapter 57 of the Code of Ordinance prohibits mobile delivery except in certain circumstances, however, the current 2018 Fire Code allows for such mobile fueling. He explained the proposed permit and approval process and that fueling sites will be limited to commercial use. In response to Councilmembers' questions, Mr. Easter stated it could be any type of fleet vehicle and the public does not typically have access to the fueling areas. He stated the vehicle and site will be permitted every year.

Councilmember Shepard moved to approve Ordinance 2407, first reading, to allow for the mobile fueling of Type IB liquids. Motion seconded by Councilmember Kitchens. Motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, McKenzie, Thompson, and Shepard

No: None

**RESOLUTION(S)**

9. Considered approval of Resolution 1727 supporting the Transportation Alternatives Set-Aside Program Highway 10 Trail Project.

Managing Director of Community Service Kyle Gordon reviewed the proposed Resolution in support of the Transportation Alternatives Set-Aside Program for the Highway 10 Trail Project. He explained both the 2018 Park Master Plan and citizen survey indicted trails are a high priority for citizens. He stated the Highway 10 Oncor Electric corridor from Bluebonnet Drive to Bellaire Drive has been identified as Phase One of the potential trail route with a subsequent phase ending at Michael Boulevard. Mr. Gordon explained, as part of the grant application process, letters of support were received from World Change Fitness and the HEB ISD. He stated the grant application is for \$790,000, which includes design, engineering and construction with a City match of \$158,000. He stated, if funded, the project should be finished in June of 2021. City Manager Caruthers stated, this item was not in the budget, that staff was just recently made aware of the opportunity. He stated this item fits the Sustainability Plan and Strategic Planning by Council. In response to Councilmembers' questions, Deputy City Manager Allan Heindel stated Phase IV of the project presents some challenges that will need to be resolved.

Councilmember Thompson moved to approve Resolution 1727 in support of the TXDOT Transportation Set-Aside Program, and agree to fund 20% of the project costs. Motion seconded by Councilmember Booe. Motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, McKenzie, Thompson, and Shepard  
No: None

10. Considered approval of Resolution 1729 to meet match requirements for expenditures under the Tarrant County Home Investment Partnership Program.

Executive Director of Planning and Development Michelle Lazo reviewed the HOME Program, noting the funds are targeted to benefit low to moderate-income persons and the 2019 funds will be used for homeowner rehabilitation only. She reviewed the process to apply for funds, noting the homeowner must call Tarrant County and apply through the County. They must agree to a 10-year mechanical lien on the property and the maximum amount of funds available per unit is \$28,000. She provided examples of the type of work performed noting the program benefits and efforts to inform the public. In response to Councilmembers' questions, Ms. Lazo stated the process is paper and time intensive City Manager Caruthers stated the City does market the programs, but often time people do not want the assistance.

Councilmember McLendon moved to approve Resolution 1729 authorizing the city manager to allocate up to \$60,000, as matching funds for the HOME Program, administered by the Tarrant County Community Development and Housing Department for projects in Hurst. Motion seconded by Councilmember McKenzie. Motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, McKenzie, Thompson, and Shepard  
No: None

### **OTHER BUSINESS**

11. Review of board, commission and committee meeting minutes:
  - ) Historical Landmark Preservation Committee – Councilmember Kitchens noted the recognition proposal of the Belaire Theater and West Hurst Elementary. He also noted the committee’s discussion and recommendation for the cemetery to be named Post Oak/Parker Cemetery.
12. Review of upcoming calendar items – City Manager Caruthers reviewed the calendar items noted in the agenda packet. Mayor Wilson made special note of the Thursday, February 28, 2019 Town Hall Forum. Councilmember Thompson also noted the HEB Teen Court Gala scheduled for April 11, 2019. Mayor Wilson also advised he would have surgery next week.
13. City Council Reports - Items of Community Interest – No reports were given.

**PUBLIC INVITED TO BE HEARD – A REQUEST TO APPEAR CARD MUST BE COMPLETED AND RETURNED TO THE CITY SECRETARY TO BE RECOGNIZED.** No one spoke.

### **ADJOURNMENT**

The meeting adjourned at 7:14 p.m.

**APPROVED** this the 26<sup>th</sup> day of March 2019.

**ATTEST:**

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

**APPROVED:**

\_\_\_\_\_  
Henry Wilson, Mayor

**MINUTES  
HURST CITY COUNCIL  
STRATEGIC PLANNING SESSION  
SATURDAY, MARCH 2, 2019**

On the 2<sup>nd</sup> day of March 2019, at 8:23 a.m., the City Council of the City of Hurst, Texas, convened in Work Session at the Hurst Conference Center, 1601 Campus Drive, Hurst, Texas, with the following members present:

Henry Wilson	)	Mayor
David Booe	)	Mayor Pro Tem
Larry Kitchens	)	Councilmembers
Cindy Shepard	)	
Cathy Thompson	)	
Bill McLendon	)	
Jon McKenzie	)	
Clay Caruthers	)	City Manager
Allan Heindel	)	Deputy City Manager
Malaika Marion Farmer	)	Assistant City Manager
Clayton Fulton	)	Assistant City Manager
Rita Frick	)	City Secretary
Steve Bowden	)	Executive Director of Economic Development
David Palla	)	Fire Chief
Greg Dickens	)	Executive Director of Public Works
Matia Messemer	)	Executive Director of Human Resources
Steven Niekamp	)	Police Chief
Michelle Lazo	)	Executive Director of Planning and Development
Joe Gonzalez	)	The Management Connection, Inc.

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

**Item 1. Call to Order** – the meeting was called to order at 8:23 a.m.

**Item 2. Discussion and review of City of Hurst Strategic Planning Document and Sustainable Neighborhoods Plan including discussions pertaining to key elements of the plan.**

Facilitator Joe Gonzalez led Council through a discussion regarding the Strategic Plan and Sustainable Neighborhoods Plan confirming the Strategic Plan Foundation, including the Vision and Mission Statement, Community Values and Strategic Priorities. Discussed were the connection and differences between the Strategic Plan and the Sustainable Neighborhoods Plan. Council discussed the purpose of the Sustainable Neighborhoods Plan emphasizing it is a tool to achieve Council's Strategic Plan Priorities.

Mayor Wilson recessed the meeting at 9:00 a.m. and reconvened the work session at 9:05 a.m.

Councilmembers discussed and confirmed their commitment to each Strategic Priority, how the priorities relate to various issues in the City including development and redevelopment, zoning, codes, public safety, communication, budgeting and sustainability.

Mayor Wilson recessed the meeting at 11:37 a.m. and reconvened the work session at 12:04 p.m.

Council reviewed the Sustainable Neighborhoods Plan and discussed the purpose of the plan as a tool to reach Council's Strategic Priority to address redevelopment of commercial and neighborhood sustainability. Reviewed was the development of the Sustainable Neighborhoods Plan by Catalyst, which included input from the citizens and stakeholders, and the associated work already completed by staff. Council discussed how the Sustainable Neighborhood Plan was a great tool for forward thinking, revitalization/reinvestment, data driven and a good guide, but subordinate to the Strategic Plan.

City Manager Caruthers explained staff's process in utilizing the Strategic Plan in staff's action planning and how the Sustainable Neighborhoods Plan has been utilized as a guide and tool to achieve the Council's Strategic Plan priorities. He noted, through the budget process, programs were funded and implemented, and the need for the private sector to be willing to invest was emphasized. Reviewed were numerous achievements and the connection staff makes when working on a project supporting Council's priorities.

Mayor Wilson recessed the meeting at 1:23 p.m. and reconvened the work session at 1:32 p.m.

Mr. Gonzalez stated outcomes from Council's discussion including staff's development of an executive summary for Council priorities. Staff will utilize today's discussion, Council's previously discussed priorities, brainstorming items and the Catalyst Plan to prepare action plans tied to the Strategic Plan.

**Item 3. Informational Items** – Items of community interest and review of City Council calendar of meetings. No items were discussed.

**Item 4. Adjournment** – The meeting was adjourned at 1:47 p.m.

**APPROVED this the 26<sup>th</sup> day of March 2019.**

**ATTEST:**

**APPROVED:**

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Rita Frick, City Secretary

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Henry Wilson, Mayor

City Council Staff Report

SUBJECT: Consider Ordinance 2407, second reading, allowing for the mobile fueling of Class 1B flammable liquids	
Supporting Documents:	
Ordinance 2407	Meeting Date: 3/26/2019 Department: Fire Reviewed by: Matt Easter, Fire Marshal City Manager Review:
Background/Analysis:	
<p>A vendor requested a permit, from the Fire Department, to begin mobile fueling of Class IB flammable liquids (gasoline) in a location in Hurst. The current adopted 2015 Fire Code does not allow for such operations; the current 2018 Code does allow for such mobile fueling, however, Hurst will not adopt new Fire Codes until 2021. The code commentaries on the subject of mobile fueling of Type IB flammable liquids is supported as a safe practice with significant historical data (lack of incidents) to support the practice. The process would require the contractor to submit an annual permit for the site and for the vehicle(s) dispensing the fuel and would require annual approval by the Fire Department. Fueling sites would be restricted to commercial, industrial, governmental or manufacturing facilities where parking lots are designated for employee vehicles. Fueling would not be allowed for the general public. Some cities do not have fees for the permits, however, staff recommends a minimal fee, and requests the ability to adjust the fees in the future.</p>	
Funding Sources and Community Sustainability:	
<p>The fees are proposed as follows: \$100.00 per initial site; \$100 for each refueling vehicle; \$50.00 for the annual renewal site permit; and \$50.00 for each vehicle. This type of operation is gaining support in the area, and reflects Council’s Strategic Priorities of Public Safety and Economic Vitality by supporting local business while providing responsive services.</p>	
Recommendation:	
<p>Staff recommends the City Council approve Ordinance 2407, second reading, to allow for the mobile fueling of Type IB liquids.</p>	

## ORDINANCE 2407

**AN ORDINANCE AMENDING THE CITY OF HURST FIRE PREVENTION CODE, CITY CODE CHAPTER 8, BY ADOPTING LOCAL AMENDMENTS TO THE 2015 INTERNATIONAL FIRE CODE; PROVIDING FOR ALLOWANCE OF MOBILE GASOLINE REFUELING SERVICES UNDER CERTAIN CONDITIONS; PROVIDING FOR THE ISSUANCE OF PERMITS AND THE COLLECTION OF FEES THEREOF; PROVIDING FOR THE REGULATIONS OF SUCH SERVICES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Texas Health & Safety Code regulates the handling, storage and dispensing of flammable liquids; and

**WHEREAS**, the Texas Health & Safety Code provides that a municipality may require a permit and charge a reasonable permit fee to provide such services within the municipality; and

**WHEREAS**, Texas courts have held that municipalities may adopt specific regulations for providing mobile gasoline fueling services within the municipality; and

**WHEREAS**, the City of Hurst (the “City”) desires to establish rules and regulations for mobile gasoline refueling service that protect health, life and property, and security of the City and its residents; and

**WHEREAS**, the City has determined that it is a necessity to regulate mobile gasoline refueling services as provided herein to safeguard the public; and

**WHEREAS**, the City is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for passage of this ordinance; and

**WHEREAS**, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including, but not limited to the Open Meetings Act; and

**WHEREAS**, the purpose of this ordinance is to promote the public health, safety and general welfare of the citizens of the City of Hurst; and

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

**SECTION 1.** THAT the statements contained in the preamble to this ordinance are hereby adopted as findings of fact and as a part of the operative provisions hereof.

**SECTION 2.** THAT Section 8-17 of the Code of Ordinances of the City of Hurst is hereby amended as follows:

**Section 8.17. – Deletions and amendments.**

\*\*\*

“(3.1) 105.6.49. Add 105.6.49 as follows:

**105.6.49 Mobile fueling permit.** A separate permit is required for each mobile refueling apparatus utilized for the purpose of transferring fuel in accordance with this section. A separate permit is required for each site where mobile refueling operations take place in accordance with this section. Notwithstanding the requirements set out in Section 105, the fees for mobile refueling permits are as follows:

(a) Mobile fueling permit fees. Mobile fueling permit fees will be assessed annually. Permits shall renew annually.

(b) Mobile fueling site permit. The mobile fueling site permit fee shall be required for each site. Site is defined as each location in which mobile fueling services are provided.

(c) Mobile refueling vehicle permit. The mobile refueling vehicle permit fee shall be applicable based upon the VIN number provided by the applicant for the subject vehicle, and a copy of the applicable mobile refueling vehicle permit shall be maintained in order or on the vehicle at all times.

**(d) Mobile Fueling Permit Fees**

	<b>For Each Site</b>	<b>For Each Refueling Vehicle.</b>
Initial Permit Fee	\$100	\$100
Permit Annual Renewal Fee	\$50	\$50

\*\*\*

(130.1) 5706.5.4.5. Revise 5706.5.4.5 as follows:

**5706.5.4.5 Commercial, industrial, governmental or manufacturing.** Dispensing of Class I, II and III motor vehicle fuel from tank vehicles into the fuel tanks of motor vehicles located at commercial, industrial, governmental or manufacturing establishments is allowed where permitted, provided such dispensing operations are conducted in accordance with the following. Mobile fueling of Class I liquids shall be strictly prohibited in residential areas of all types, shall comply with all requirements of the Fire Department's Mobile Fueling policy, shall require permitting as indicated above, and shall require Fire Marshal approval in all cases. *{Rest of section unchanged.}*”

**SECTION 3.** THAT all ordinances or any parts thereof in conflict with the terms of this ordinance shall be and hereby are deemed repealed and of no force or effect.

**SECTION 4.** THAT should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or be held to be unconstitutional, illegal or invalid, the same shall not

affect the validity of this ordinance as a whole, or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal, or invalid, and the same shall not affect the validity of the Code of Ordinances of the City of Hurst, Texas as a whole.

**SECTION 5.** THAT this ordinance shall be deemed to be incorporated into the Code of Ordinances of the City of Hurst, Texas.

**SECTION 6.** THAT this ordinance shall take effect immediately following its passage and approval as provided by law.

**AND IT IS SO ORDERED.**

Passed on the first reading on the 26<sup>th</sup> day of February 2019 by a vote of 6 to 0.

Approved on the second reading on the 26<sup>th</sup> day of March 2019 by a vote of \_\_\_ to \_\_\_.

**ATTEST:**

**APPROVED:**

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

\_\_\_\_\_  
Henry Wilson  
Mayor

**Approved as to form and legality:**

\_\_\_\_\_  
John F. Boyle, Jr.  
City Attorney

City Council Staff Report

SUBJECT: Z-18-02 Hearthstone, a zoning change with a site plan from GB-PD to R1-PD for Lot 6 and a portion of Lot 5R, Block 2 Prestondale Estates, being 1.83 acres located at 741 Regency Drive.

Supporting Documents:

Area map  
 Legal notice  
 Ownership data  
 Zoning exhibit – “Exhibit A”  
 Site plan – “Exhibit B”  
 Landscape plan – “Exhibit C”  
 Building elevations- Exhibit “D-F”  
 Floor plans – “Exhibit G-I”  
 Entrance / fence elevation – “Exhibit J”

Meeting Date: 3/26/2019  
 Department: Development  
 Reviewed by: Michelle Lazo  
 City Manager Review:

Background/Analysis:

An application has been made by Bruce Strum with Acala Ventures for a zoning change with a site plan from GB-PD (General Business Planned Development) to R-1 PD (Single-Family Planned Development) for Lot 6 and a portion of Lot 5R, Block 2, Prestondale Estates, being 1.83 acres located at 741 Regency Drive. A replat will be submitted at a later date.

Acala Ventures is requesting the rezoning to develop a single-family subdivision with 12 lots and a dedicated public street. The developer is proposing a minimum lot size of 4,200 square feet with an average lot coverage of 40%. The requested side yards are 5 ft. with rear yards of 10 ft. and 14 ft.

The building elevation indicates a two-story home constructed of masonry and stone veneer accents. There are 3 floor plans proposed with a minimum dwelling size of 2,702 sq. ft. and a two-car garage. The driveway will also have space for two cars.

The applicant is proposing entrance features on Martin and Regency Drive, which would include a stacked stone monument sign that is 7.4 ft. tall and 8.7 ft. long as well as 8’ treated wood panel fencing with masonry columns every 8’ ft. around the perimeter of the subdivision.

The developer will be planting one large caliper tree per lot. The entrance features will be planted with nine (9) Shumard Oaks, nine (9) Live Oaks, two (2) Japanese Maples, Dwarf Texas Sage, Dwarf Burford Hollies and landscape boulders. There will be a homeowner's association established to maintain the entrance features, but they will be platted with the adjacent lot.

Based on the concerns of the neighbors and the Planning and Zoning Commission, the developer has amended the site plan by reducing the number of lots from 17 to 12 and has changed the building materials from hardy plank to a brick masonry exterior.

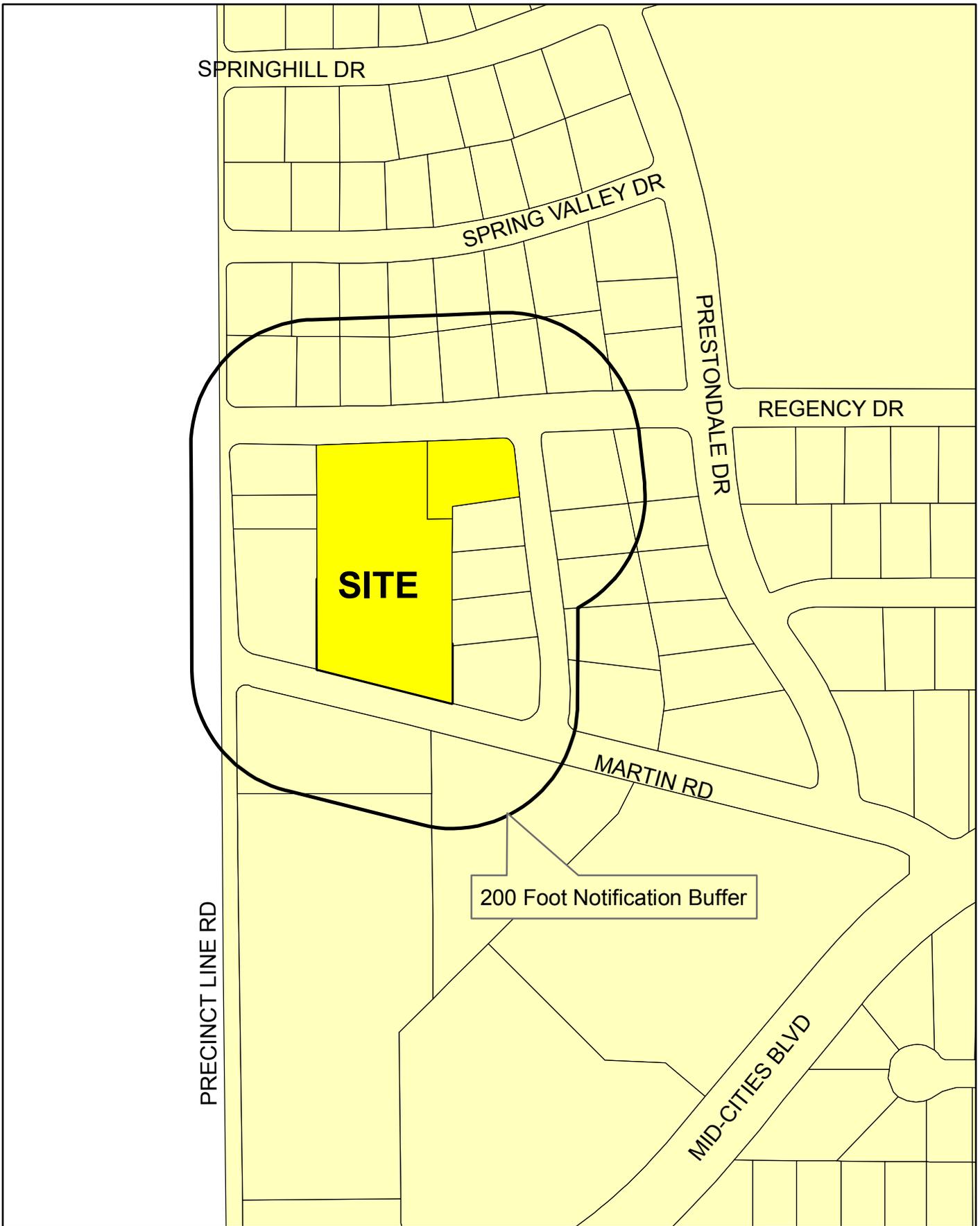
**Funding Sources and Community Sustainability:**

There is no fiscal impact.

Reviewing the site plan is a direct representation of Council's goal for Redevelopment.

**Recommendation:**

Based upon the Planning and Zoning Commission vote of 6-0 for denial, the recommendation is for City Council to consider the new site plan for Z-18-02 Hearthstone as amended.



<p>CASE NO: Z-18-02 HEARTHSTONE</p>	<p>LEGAL DESCRIPTION: LOT 6 AND A PORTION OF LOT 5R BLOCK 2 PRESTONDALE ESTATES ADDITION</p>	<p>AGENDA DATE: 03/26/2019</p>
<p>REQUESTED ACTION: Zoning Change with a Site Plan</p>		<p>LOCATION: 741 REGENCY DR</p>



Z-18-02

**LEGAL NOTICE**

**A PUBLIC HEARING WILL BE HELD BY THE HURST CITY COUNCIL ON TUESDAY, MARCH 26, 2019 AT 6:30 P.M. AT HURST CITY HALL, 1505 PRECINCT LINE ROAD TO CONSIDER A ZONING CHANGE FROM GB-PD TO R1-PD WITH A SITE PLAN FOR LOT 6 AND A PORTION OF LOT 5R BLOCK 2 PRESTONDALE ESTATES ADDITION, BEING 1.83 ACRES LOCATED AT 741 REGENCY DR.**

**HEARTHSTONE**

Lot 6 and a portion of 5R, Block 2 Prestondale Estates Addition being 1.83 acres located at 741 Regency Dr.



Z-18-02

**APPLICATION FOR SITE PLAN REVISION  
OWNERSHIP DATA**

**TO THE PLANNING and ZONING COMMISSION:**

**The following described real property is under application for approval of a site plan approval for signage.**

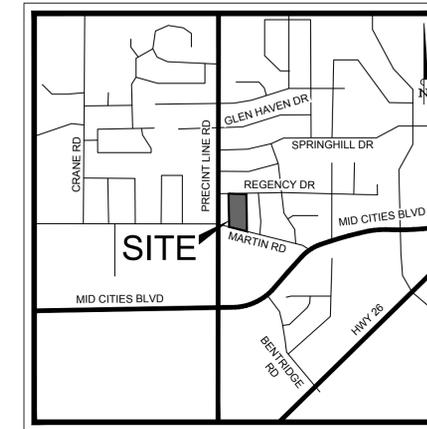
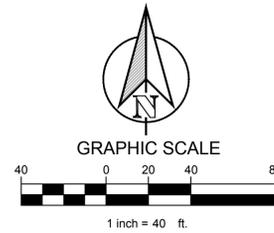
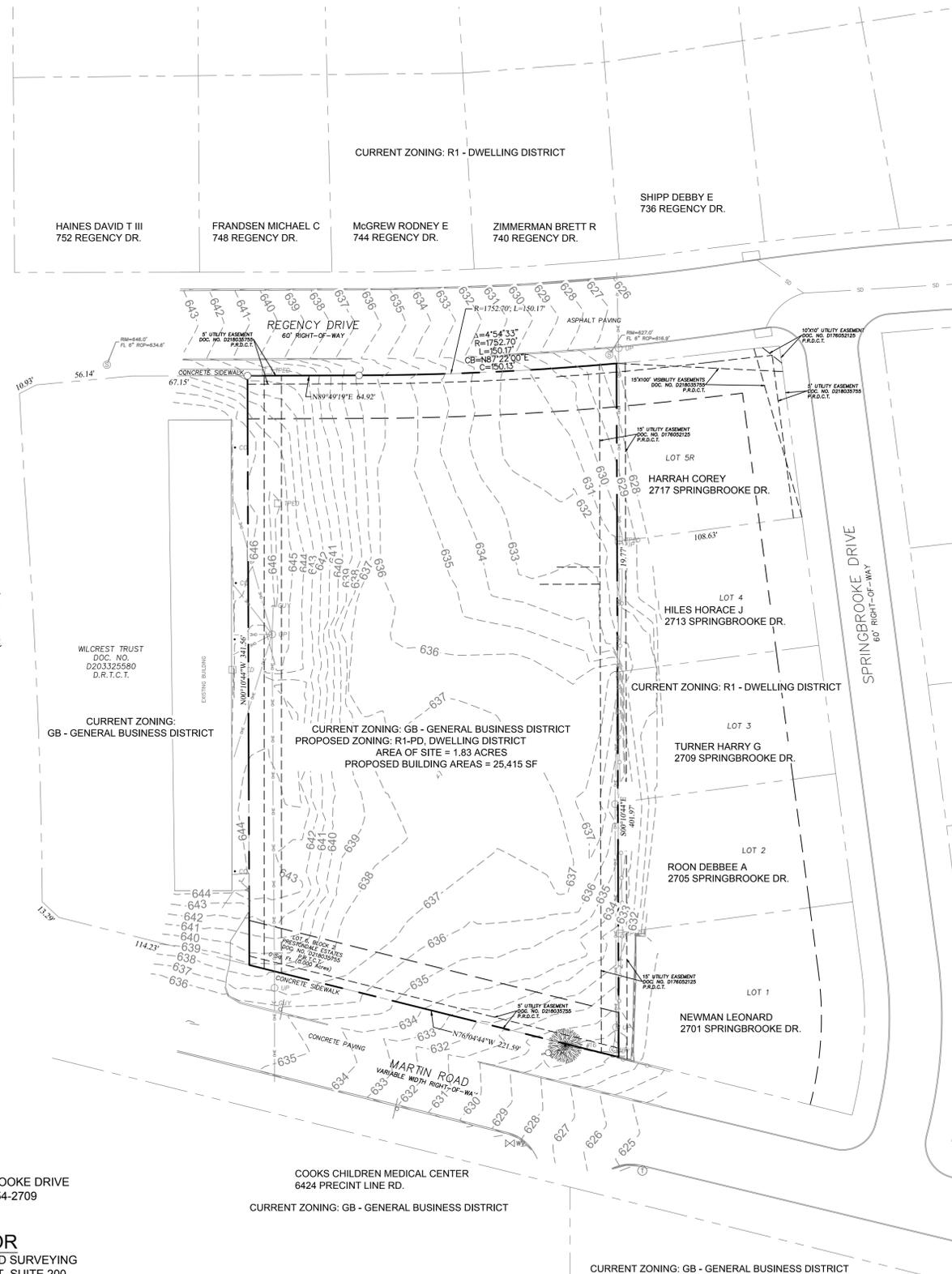
Hearthstone  
Zoning Change

Z-18-02 Hearthstone, a zoning change with a site plan from GB-PD to R1-PD for Lot 6 and a portion of Lot 5R, Block 2 Prestondale Estates, being 1.83 acres located at 741 Regency Drive.

**The following is a list of the property owners, legal description of their property, and mailing address of the owners of the property within 200 feet of the above-described property, which is under application for a site plan:**

PROPERTY OWNER	LOT	BLK	ADDITION	ADDRESS
GENTRY, AARON B	4	BLK 3A	ADDITION	741 SPRING VALLEY DR HURST, TX 76054
JONES, JUDY KAY	2	BLK 3A	PRESTONDALE ESTATES	749 SPRING VALLEY DR HURST, TX 76054
ANDERSON, DWIGHT S	1	BLK 3A	PRESTONDALE ESTATES	753 SPRING VALLEY DR HURST, TX 76054
HANNA, RAAFAT Z	3	BLK 3A	PRESTONDALE ESTATES	745 SPRING VALLEY DR HURST, TX 76054
ZUREIKAT, FARIS	6	BLK 2A	PRESTONDALE ESTATES	2721 PRESTONDALE DR HURST, TX 76054
STANLEY, CHARLES	5	BLK 2A	PRESTONDALE ESTATES	2716 SPRINGBROOKE DR HURST, TX 76054
KNQ INC	AR2A	BLK 2	PRESTONDALE ESTATES	6212 WHETSTONE DR MCKINNEY, TX 75070
TURNER, HARRY G	3	BLK 2	PRESTONDALE ESTATES	2709 SPRINGBROOKE DR HURST, TX 76054
ALVARADO, ALBERT	7	BLK 3A	PRESTONDALE ESTATES	2419 BONHAM TR GRAPEVINE, TX 76051
PICARIELLO, THOMAS W	6	BLK 3A	PRESTONDALE ESTATES	733 SPRING VALLEY DR HURST, TX 76054
MANTECON, MARIO M	5	BLK 3A	PRESTONDALE ESTATES	737 SPRING VALLEY DR HURST, TX 76054
HARRISON, SAMUEL	11	BLK 3A	PRESTONDALE ESTATES	728 REGENCY DR HURST, TX 76054

HYLES, CYNTHIA A	12	BLK 3A	PRESTONDALE ESTATES	732 REGENCY DR HURST, TX 76054
SHIPP, DEBBY	13	BLK 3A	PRESTONDALE ESTATES	736 REGENCY DR HURST, TX 76054
SCHULTE, PATRICIA A	10	BLK 3A	PRESTONDALE ESTATES	2725 PRESTONDALE DR HURST, TX 76054
ZIMMERMAN, BRETT R	14	BLK 3A	PRESTONDALE ESTATES	740 REGENCY DR
HAINES, DAVID T	17	BLK 3A	PRESTONDALE ESTATES	752 REGENCY DR HURST, TX 76054
FRANSEN, MICHAEL C	16	BLK 3A	PRESTONDALE ESTATES	748 REGENCY DR HURST, TX 76054
MCGREW, RODNEY	15	BLK 3A	PRESTONDALE ESTATES	744 REGENCY DR HURST, TX 76054
JONES, BRENDA K	7	BLK 2A	PRESTONDALE ESTATES	2717 PRESTONDALE DR HURST, TX 76054
HILES, HORACE J	4	BLK 2	PRESTONDALE ESTATES	2713 SPRINGBROOKE DR HURST, TX 76054
GRUBB, JAMES G	4	BLK 2A	PRESTONDALE ESTATES	2712 SPRINGBROOKE DR HURST, TX 76054
MOORE, CHERI LYN	3	BLK 2A	PRESTONDALE ESTATES	1017 W MURPHY RD COLLEYVILLE, TX 76034
ROON, DEBBIE A	2	BLK 2	PRESTONDALE ESTATES	2705 SPRINGBROOKE DR HURST, TX 76054
REED, MATTHEW H	2	BLK 2A	PRESTONDALE ESTATES	2704 SPRINGBROOKE DR HURST, TX 76054
NEWMAN, LEONARD	1	BLK 2	PRESTONDALE ESTATES	2701 SPRINGBROOKE DR HURST, TX 76054
PANG, YAO TING	1	BLK 2A	PRESTONDALE ESTATES	2700 SPRINGBROOKE DR HURST, TX 76054
COOKS CHILDRENS MEDICAL CENTER			UNPLATTED	801 7TH AVE FORT WORTH TX 76104
COOKS CHILDRENS MEDICAL CENTER	4R	BLK 1	MID CITIES	801 7TH AVE FORT WORTH TX 76104
COOKS CHILDRENS MEDICAL CENTER	6	BLK 1	MID CITIES	801 7TH AVE FORT WORTH TX 76104
OCCUPANT			UNPLATTED	6424 PRECINCT LINE RD HURST, TX 76054
OCCUPANT	4R	BLK 1	MID CITIES	6316 PRECINCT LINE RD HURST, TX 76054
OCCUPANT	6	BLK 1	MID CITIES	731 MARTIN RD HURST, TX 76054
OCCUPANT	3	BLK 2A	PRESTONDALE ESTATES	2708 SPRINGBROOK DR HURST, TX 76054
OCCUPANT	AR2A	BLK 2	PRESTONDALE ESTATES	6500 PRECINCT LINE RD HURST, TX 76054
OCCUPANT	7	BLK 3A	PRESTONDALE ESTATES	729 SPRING VALLEY DR HURST, TX 76054



LOCATION MAP  
N.T.S.

**PROPERTY DESCRIPTION:**

BEING ALL OF LOT 6, BLOCK 2, PRESTONDALE ESTATES, AN ADDITION TO THE CITY OF HURST, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF RECORDED IN DOCUMENT NO. D218035755, OF THE PLAT RECORDS, TARRANT COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS (BEARINGS AND DISTANCES ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, TEXAS NORTH CENTRAL ZONE (4202) NORTH AMERICAN DATUM OF 1983 (NAD 83)(US FOOT) WITH A COMBINED SCALE FACTOR OF 1.00012):

**BEGINNING** AT AN "X" CUT IN CONCRETE FOUND FOR THE NORTHWEST CORNER OF SAID LOT 6, SAME BEING THE NORTHEAST CORNER OF A TRACT OF LAND DESCRIBED BY WILCREST TRUST BY DEED RECORDED IN DOCUMENT NUMBER D203325580, OF THE DEED RECORDS OF TARRANT COUNTY, TEXAS, AND LYING ON THE SOUTH RIGHT-OF-WAY LINE OF REGENCY DRIVE (60-FOOT RIGHT-OF-WAY);

**THENCE** WITH THE PERIMETER AND TO THE CORNERS OF SAID LOT 6, THE FOLLOWING CALLS:

NORTH 89 DEGREES 49 MINUTES 19 SECONDS EAST, 64.92 FEET TO A POINT FOR CORNER AT THE BEGINNING OF A TANGENT CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 04 DEGREE 54 MINUTES 33 SECONDS, A RADIUS OF 1,752.70 FEET, AND A CHORD BEARING AND DISTANCE OF NORTH 87 DEGREES 22 MINUTES 00 SECONDS EAST, 150.17 FEET;

ALONG SAID TANGENT CURVE TO THE LEFT AN ARC LENGTH OF 150.17 FEET TO A POINT FOR CORNER;

SOUTH 00 DEGREES 10 MINUTES 44 SECONDS EAST, 401.97.00 FEET TO A POINT FOR CORNER;

NORTH 76 DEGREES 04 MINUTES 44 SECONDS WEST, 221.59 FEET TO A POINT FOR CORNER;

NORTH 00 DEGREES 10 MINUTES 44 SECONDS WEST, 341.56 FEET TO THE **POINT OF BEGINNING**, AND CONTAINING 79,510 SQUARE FEET, OR 1.83 ACRES OF LAND, MORE OR LESS.

**FLOODPLAIN NOTE**

THIS PROPERTY LIES WITHIN ZONE "X" (UNSHADED) OF THE FLOOD INSURANCE RATE MAP FOR TARRANT COUNTY, TEXAS AND INCORPORATED AREAS. MAP NO. 48430C0210K WITH AN EFFECTIVE DATE OF SEPTEMBER 25, 2009.

**BENCHMARKS:**  
TBM #1: "X" CUT IN BACK OF CONCRETE CURB ON THE NORTH SIDE OF MARTIN ROAD, APPROX. 22 FEET SOUTH, AND 5 FEET WEST OF THE SOUTHWEST PROPERTY CORNER. ELEVATION=635.87'.  
TBM #2: "X" CUT IN BACK OF CONCRETE CURB ON THE SOUTH SIDE OF REGENCY DRIVE, APPROX. 9 FEET NORTH OF THE NORTHEAST PROPERTY CORNER. ELEVATION=629.18'.

PLOTTED BY: DENIS TORRES  
 PLOT DATE: 10/24/2018 5:00 PM  
 LOCATION: Z:\PROJECTS\PROJECTS\2018-094 ACALA HURST TH\CADD\SHEETS\EXH-1 ZONING EXHIBIT.DWG  
 LAST SAVED: 10/24/2018 4:58 PM

**ENGINEER/APPLICANT**



TEXAS REGISTRATION #14199  
 1903 CENTRAL DRIVE  
 SUITE #406  
 BEDFORD, TX 76021  
 PH. 817.281.0572  
 FAX 817.281.0574  
 CONTACT: DREW DONOSKY, PE  
 EMAIL: DREW@CLAYMOOREENG.COM

**OWNER**

HARRAH CORY  
 2717 SPRINGBROOKE DRIVE  
 HURST, TX. 76054-2709

**SURVEYOR**

WINDROSE LAND SURVEYING  
 220 ELM STREET, SUITE 200  
 LEWISVILLE, TX. 75057  
 PH. 214.217.2544  
 CONTACT: THOMAS W. MAUK

TEXAS REGISTRATION #14199  
  
 PHONE: 817.281.0572  
 1903 CENTRAL DR., SUITE #406  
 BEDFORD, TX 76021  
 WWW.CLAYMOOREENG.COM

**PRELIMINARY**

FOR REVIEW ONLY  
 Not for construction purposes.  
**CLAYMOORE ENGINEERING**  
 ENGINEERING AND PLANNING  
 CONSULTANTS  
 Engineer: DREW DONOSKY  
 P.E. No. 125651 Date 10/24/2018

**MARTIN PLACE  
 741 REGENCY DRIVE  
 HURST, TEXAS**

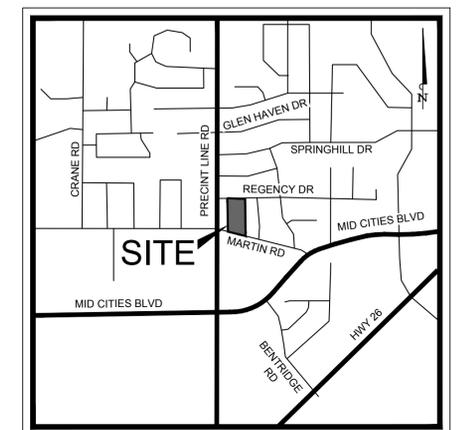
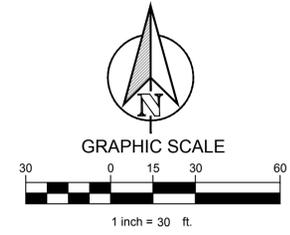
NO.	DATE	REVISION	BY

ZONING EXHIBIT

DESIGN: MBT  
 DRAWN: MBT  
 CHECKED: DD  
 DATE: 10/24/2018

SHEET  
**EXH-1**

SITE DATA SUMMARY																			
LOT	ZONING	PROPOSED USE	LOT SIZE (ACRES)	LOT SIZE (SQ. FT.)	BLDG. AREA (SQ. FT.)	BLDG. HGT. (FT.# ST.)	LOT COVERAGE		FLR AREA RATIO		PARKING		HANDICAP SP.		PARKING AREA (SQ. FT.)	TOTAL IMPERVIOUS (SQ. FT.)	TOTAL IMPERVIOUS (SQ. FT.)		
							REQ.	PROV.	REQ.	PROV.	REQ. RATIO	REQ.	PROV.	REQ.				PROV.	
6	R1-PD	DWELLING DISTRICT	1.83	79,510	23,952	35' - 2 ST.	40% MAX	SEE TABLE BELOW	1:1 MAX	0.3:1	2 PER DWELLING UNIT	24	24	NA	NA	4,320	5%	36,729	46%



LOCATION MAP  
N.T.S.

LEGEND	
	CONCRETE PAVEMENT, PAVEMENT TO COMPLY WITH CITY OF HURST STRUCTURAL STANDARDS
	PROPOSED CONCRETE SIDEWALK
	PROPOSED CONCRETE CURB AND GUTTER
	PROPERTY LINE
	FULL-DEPTH SAWCUT
	EASEMENT LINE

**NOTES:**  
 1. ALL PROPOSED CURBS AND PAVEMENT ALONG FIRE LANES SHALL BE PAINTED PER CITY STANDARDS.  
 2. ALL CONSTRUCTION SHALL COMPLY WITH ALL CITY OF HURST DESIGN STANDARDS AND REQUIREMENTS.

CONSTRUCTION SCHEDULE	
①	SAW CUT FULL DEPTH EXISTING PAVEMENT
②	BARRIER FREE RAMP PER CITY STANDARD
③	4' WIDE CONCRETE SIDEWALK PER CITY STANDARD
④	EXISTING SIDEWALK TO REMAIN
⑤	EXISTING FIRE HYDRANT TO REMAIN
⑥	EXISTING POWER POLE TO REMAIN
⑦	EXISTING POWER POLE TO BE RELOCATED
⑧	EXISTING SIGN TO REMAIN
⑨	EXISTING CURB AND GUTTER TO REMAIN
⑩	EXISTING TREE TO REMAIN
⑪	PROPOSED RETAINING WALL (TO BE DESIGNED BY OTHERS)
⑫	PROPOSED 6' SCREEN WALL
⑬	PROPOSED STREET LIGHT POLE
⑭	PROPOSED FIRE HYDRANT
⑮	10' x 60' VISIBILITY EASEMENT
⑯	EXISTING SIDEWALK TO BE DEMOLISHED

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NORTH 89 DEGREES 49 MINUTES 19 SECONDS EAST, 64.92 FEET TO A POINT FOR CORNER AT THE BEGINNING OF A TANGENT CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 04 DEGREE 54 MINUTES 33 SECONDS, A RADIUS OF 1,752.70 FEET, AND A CHORD BEARING AND DISTANCE OF NORTH 87 DEGREES 22 MINUTES 00 SECONDS EAST, 150.17 FEET;

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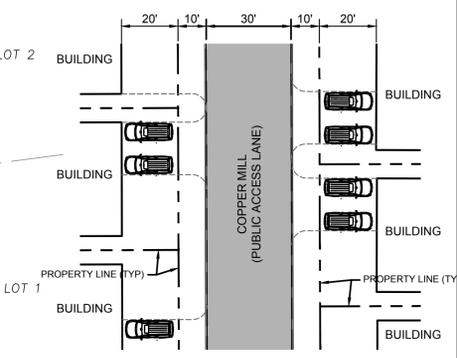
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**MAINTENANCE:**

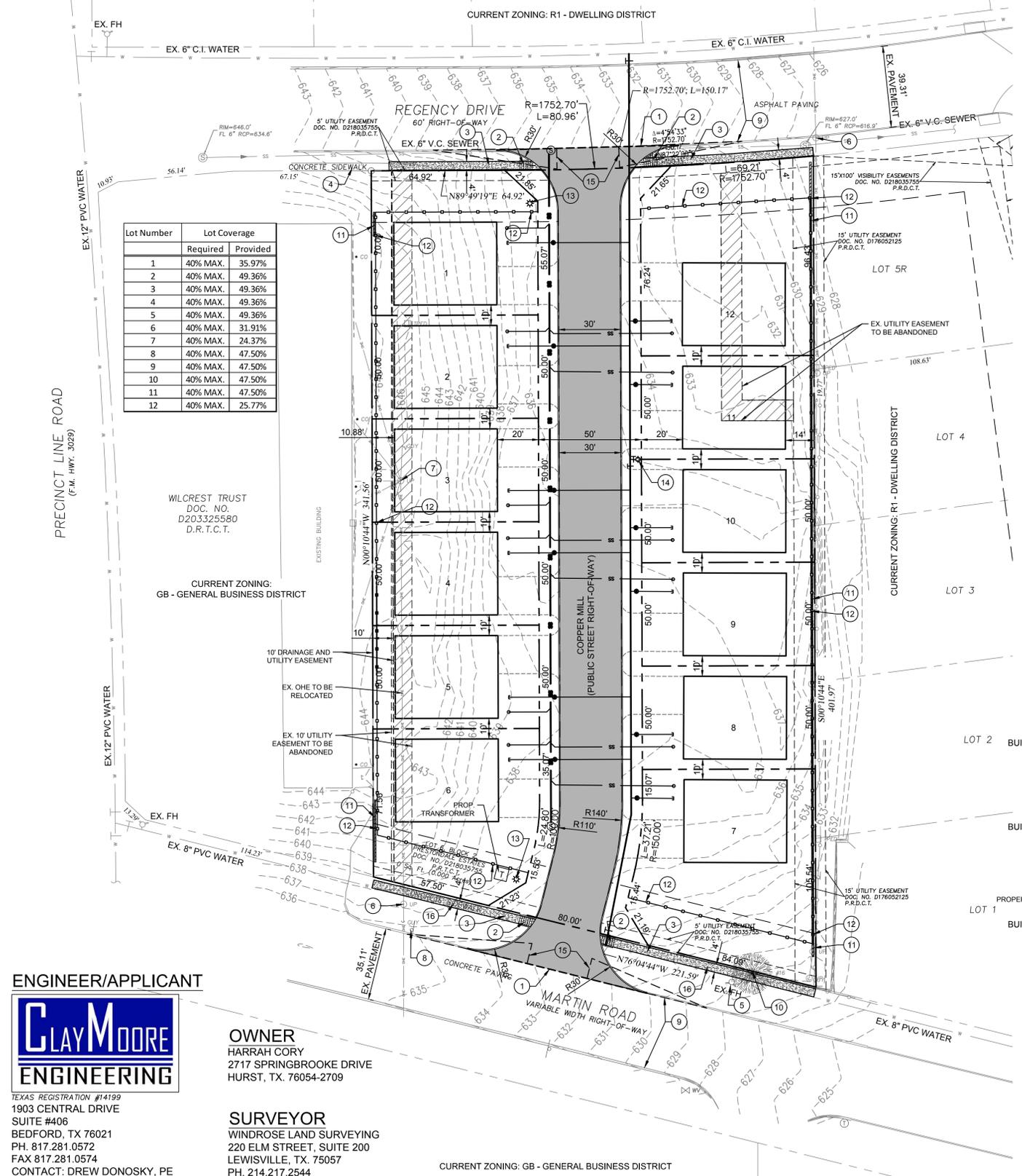
- COMMON AREAS SHALL BE MAINTAINED BY HOME OWNERS ASSOCIATION.
- SCREEN WALL SHALL BE INSTALLED AND MAINTAINED BY HOME OWNERS ASSOCIATION.
- PUBLIC ACCESS LANE SHALL BE MAINTAINED BY THE CITY.

**BENCHMARKS:**  
 TBM #1: "X" CUT IN BACK OF CONCRETE CURB ON THE NORTH SIDE OF MARTIN ROAD, APPROX. 22 FEET SOUTH, AND 5 FEET WEST OF THE SOUTHWEST PROPERTY CORNER. ELEVATION=635.87'.  
 TBM #2: "X" CUT IN BACK OF CONCRETE CURB ON THE SOUTH SIDE OF REGENCY DRIVE, APPROX. 9 FEET NORTH OF THE NORTHEAST PROPERTY CORNER. ELEVATION=629.18'.



PARKING LAYOUT  
SCALE 1" = 30'

Lot Number	Lot Coverage	
	Required	Provided
1	40% MAX.	35.97%
2	40% MAX.	49.36%
3	40% MAX.	49.36%
4	40% MAX.	49.36%
5	40% MAX.	49.36%
6	40% MAX.	31.91%
7	40% MAX.	24.37%
8	40% MAX.	47.50%
9	40% MAX.	47.50%
10	40% MAX.	47.50%
11	40% MAX.	47.50%
12	40% MAX.	25.77%



ENGINEER/APPLICANT



TEXAS REGISTRATION #14199  
 1903 CENTRAL DRIVE  
 SUITE #406  
 BEDFORD, TX 76021  
 PH. 817.281.0572  
 FAX 817.281.0574  
 CONTACT: DREW DONOSKY, PE  
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**OWNER**  
 HARRAH CORY  
 2717 SPRINGBROOKE DRIVE  
 HURST, TX. 76054-2709

**SURVEYOR**  
 WINDROSE LAND SURVEYING  
 220 ELM STREET, SUITE 200  
 LEWISVILLE, TX. 75057  
 PH. 214.217.2544  
 CONTACT: THOMAS W. MAUK

CURRENT ZONING: GB - GENERAL BUSINESS DISTRICT



**PRELIMINARY**  
 FOR REVIEW ONLY  
 Not for construction purposes.  
**CLAYMOORE ENGINEERING**  
 ENGINEERING AND PLANNING  
 CONSULTANTS  
 Engineer: DREW DONOSKY  
 P.E. No. 125651 Date: 03/04/2019

**HEARTHSTONE**  
**741 REGENCY DRIVE**  
**HURST, TEXAS**

NO.	DATE	REVISION	BY

SITE PLAN

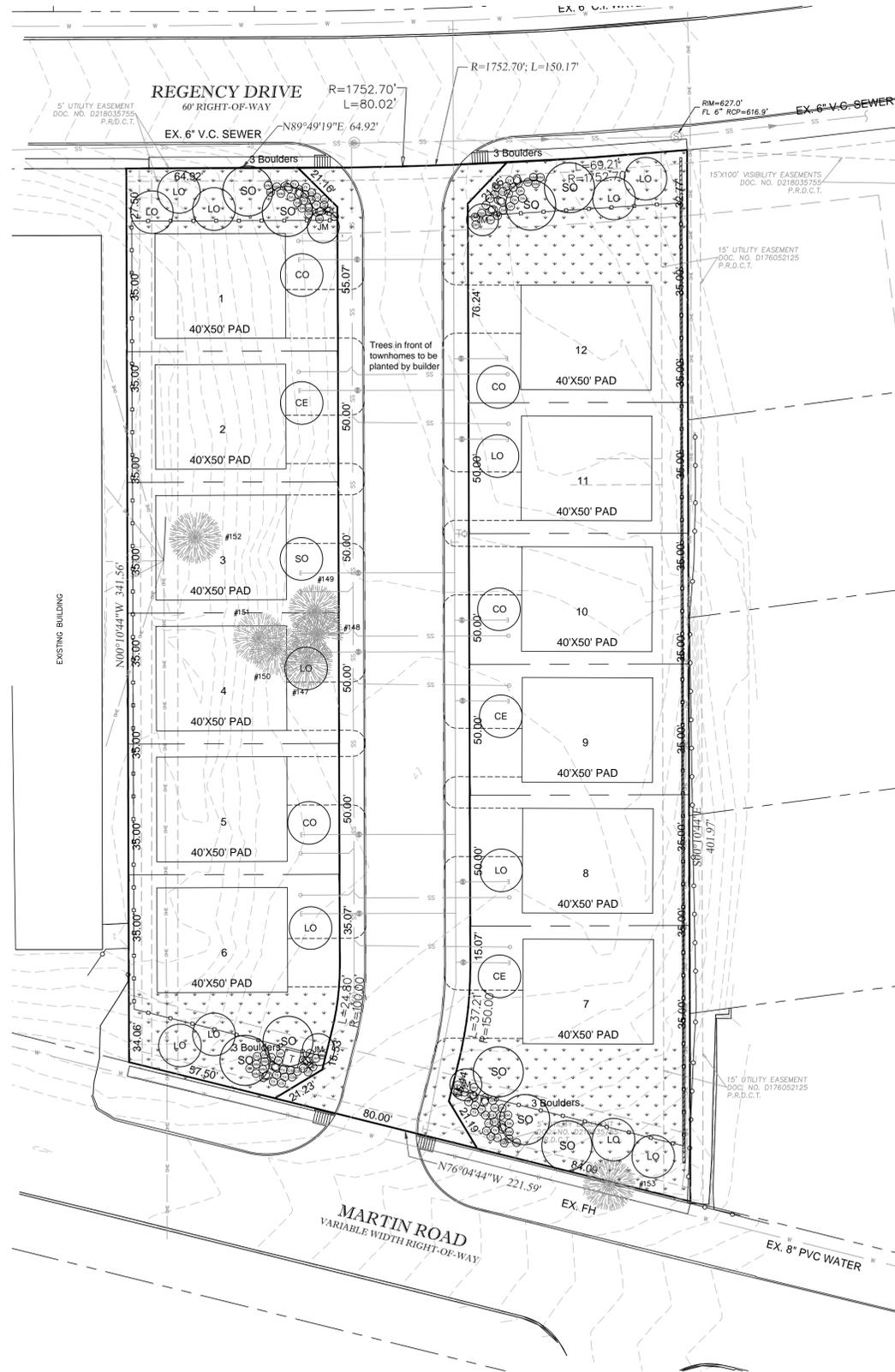
DESIGN: MBT  
 DRAWN: MBT  
 CHECKED: DD  
 DATE: 03/04/2019

SHEET  
**SP-1**

PLOTTED BY: DENIC TORRES  
 PLOT DATE: 3/14/2019 3:42 PM  
 LOCATION: Z:\PROJECTS\PROJECTS\2018-094 ACALA HURST TH\CADD\SHEETS\SP-1 SITE PLAN.DWG  
 LAST SAVED: 3/14/2019 3:37 PM



**HEARTHSTONE**  
**741 REGENCY DRIVE**  
**HURST, TEXAS**



**TREE LEGEND**

- Canopy Trees**
- LO Live Oak
  - CO Chinquapin Oak
  - CE Cedar Elm
  - SO Shumard Oak
- Ornamental Trees**
- JM Japanese Maple
  - Existing trees to be removed

**SHRUB LEGEND**

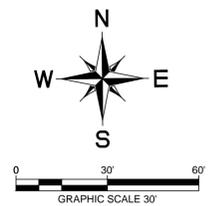
- DA Dwarf Abelia
- WM Dwarf Wax Myrtle
- TX Dwf. Texas Sage
- CS Red Cherry sage
- DIH Dwf. Ind. Hawthorne

**HATCH LEGEND**

- Solid sod

**LANDSCAPE NOTES**

- The project will have an underground automatic irrigation system to water all new plantings.
- Install 4" layer of shredded hardwood mulch to all planting beds.
- Install 4" steel edging between all shrub beds and grass areas.
- Shrub beds to have 12 inches of prepared planting mix (75% import topsoil, 15% composted amendment, 10% washed sand)
- Shredded hardwood mulch must contain long strands along with double shred finer material obtained from a local source.
- Install 4 inches of clean topsoil in all areas of the site disturbed by grading and construction operations. Topsoil shall be free from sticks, debris and rocks larger than 2 inches in diameter and have an organic matter level of 3 percent minimum and a pH range between 5.5 and 7.4 percent. Provide soil test analysis from a soil test laboratory showing soil makeup and organic percentage.
- Hydromulch or sod all areas disturbed by construction activities as shown on plan.



**LANDSCAPE PLAN**

DESIGN:	MBT
DRAWN:	MBT
CHECKED:	DD
DATE:	02/06/2019

SHEET

**L-1**

SCOTTJULWILER  
 2/6/2019 1:42 PM  
 C:\USERS\SCOTTJULWILER\DOCUMENTS\AUTOCAD\_LRD\HURST TOWNHOMES\HURSTTOWNHOMES\_LS.DWG  
 2/6/2019 1:42 PM

PLOTTED BY:  
 PLOT DATE:  
 LOCATION:  
 LAST SAVED:

No.	DATE	REVISION	BY

**PLANT LIST**

CANOPY TREES			
3	CE	Cedar Elm	Ulmus crassifolia 3" cal. B&B13' ht. 6' spread
13	LO	Live Oak	Quercus virginiana 3" cal. B&B13' ht. 6' spread
10	SO	Shumard Oak	Quercus shumardii 3" cal. B&B13' ht. 6' spread
4	CO	Chinquapin Oak	Quercus muhlenbergii 3" cal. B&B13' ht. 6' spread
ORNAMENTAL TREES			
4	JM	Japanese Maple	Acer palmatum 45 gal. 8' ht. 2 1/2" cal. min.
SHRUBS & GROUNDCOVERS			
24	DA	Dwarf Abelia	Abelia grandiflora 'Ed. Goucher' 5 gal. 36" oc
16	WM	Dwarf Wax Myrtle	Myrica pusilla 5 gal. 36" oc
22	TX	Dwf. Texas Sage	Leucophyllum frutescens 5 gal. 36" oc
19	CS	Red Cherry sage	Salvia greggii 5 gal. 36" oc
14	DIH	Dwf. Ind. Hawthorne	Raphiolepis indica 'Clara' 5 gal. 36" oc

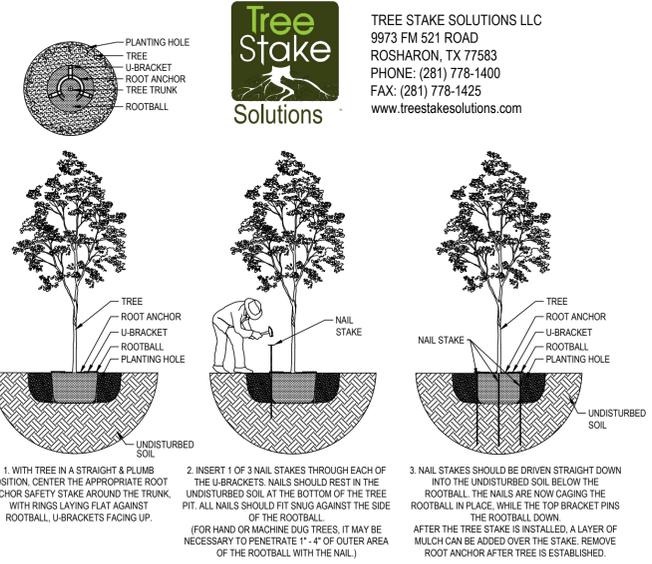
**LANDSCAPE CALCULATIONS**

Landscape Setback Area	Required	Provided
<b>Martin Rd. 221.6 LF</b>		
Large Trees 1 per 50 ft. or 10 ft. width buffer	5 trees OR 4 trees + 2 orn. trees	4 trees + 2 orn. trees
Shrubs 10 per 50 ft.	45 shrubs	50 shrubs
<b>Regency Dr. 215.1 LF</b>		
Large Trees 1 per 50 ft. or 10 ft. width buffer	5 trees OR 4 trees + 2 orn. trees	4 trees + 2 orn. trees
Shrubs 10 per 50 ft.	44 shrubs	45 shrubs
Residential Landscape	Required	Provided
1 trees per lot	12 trees	12 trees

**TREE TABLE - removed trees**

TAG #	DIAMETER	TYPE	PROTECTED	NON PROTECTED
#147	6"	Elm	X	
#148	6"	Elm	X	
#149	8"	Elm	X	
#150	6"	Oak	X	
#151	6"	Oak	X	
#152	12"	Hackberry		X
#153	16"	Cottonwood		X

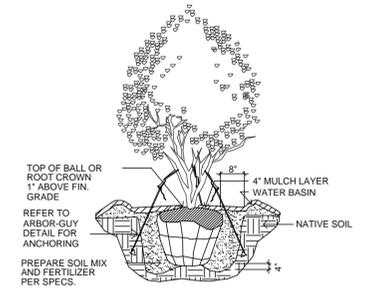
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 Replacement trees 9 - 3" Oaks = 27"  
 Remaining 5" to be paid into tree fund



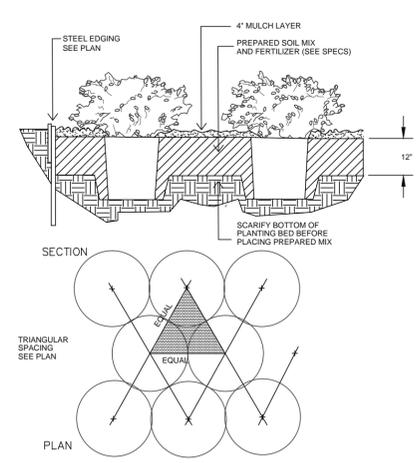
**ROOT ANCHOR/TM BELOW GRADE SAFETY STAKE SIZING CHART**

ITEM #	DESCRIPTION	NAIL LENGTH X 3PC (INCLUDED)	ITEM #	DESCRIPTION	NAIL LENGTH X 3PC (INCLUDED)
5 BG	5 GALLON OR 10" ROOTBALL	#4 X 24"	100 BG	95/100 GALLON OR 36" ROOTBALL	#5 X 48"
15 BG	10/15 GALLON OR 17" ROOTBALL	#4 X 36"	150 BG	150 GALLON OR 42" ROOTBALL	#5 X 60"
30 BG	20/30 GALLON OR 22" ROOTBALL	#4 X 36"	200 BG	200 GALLON OR 48" ROOTBALL	#5 X 72"
45/65 BG	45/65 GALLON OR 27-30" ROOTBALL	#4 X 48"	300 BG	300 GALLON OR 58" ROOTBALL	#5 X 72"

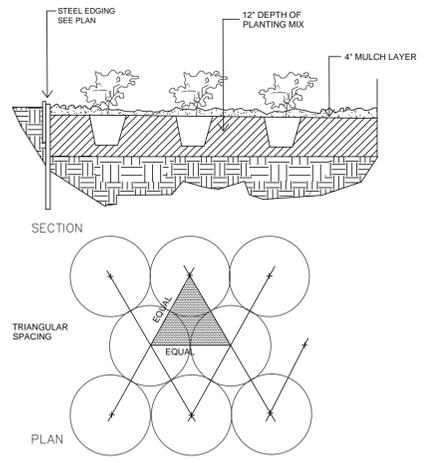
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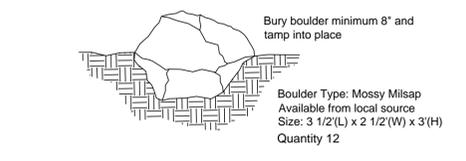
**2 MULTI-TRUNK PLANTING** SCALE: NONE



**3 SHRUB PLANTING** SCALE: NONE



**4 GROUNDCOVER PLANTING** SCALE: NONE



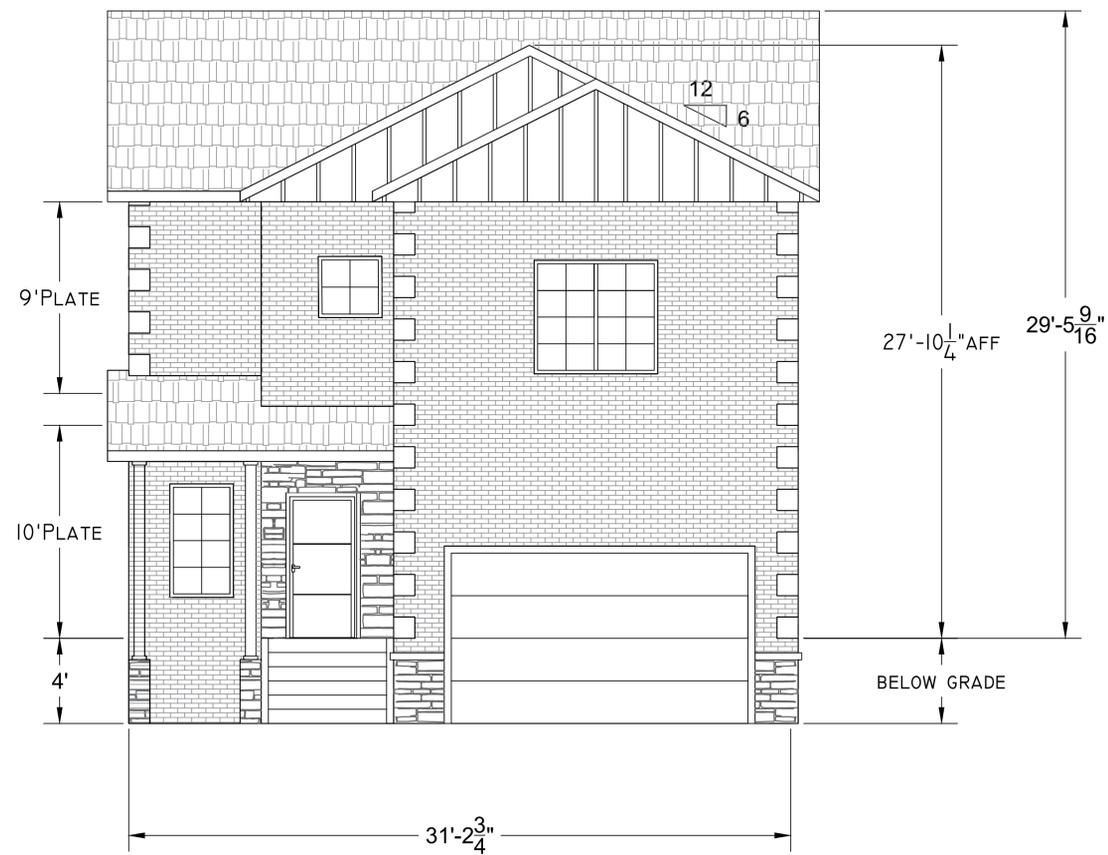
**5 BOULDER DETAIL** SCALE: NONE

No.	DATE	REVISION	BY

**LANDSCAPE DETAILS**

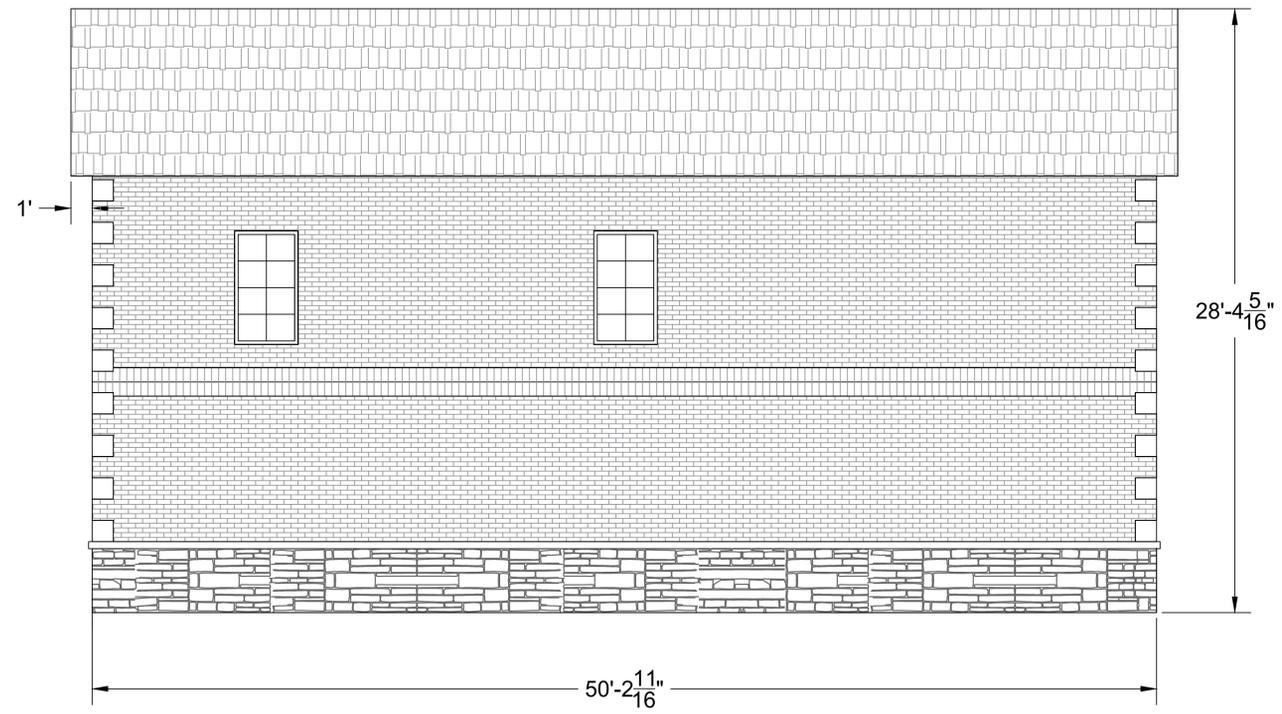
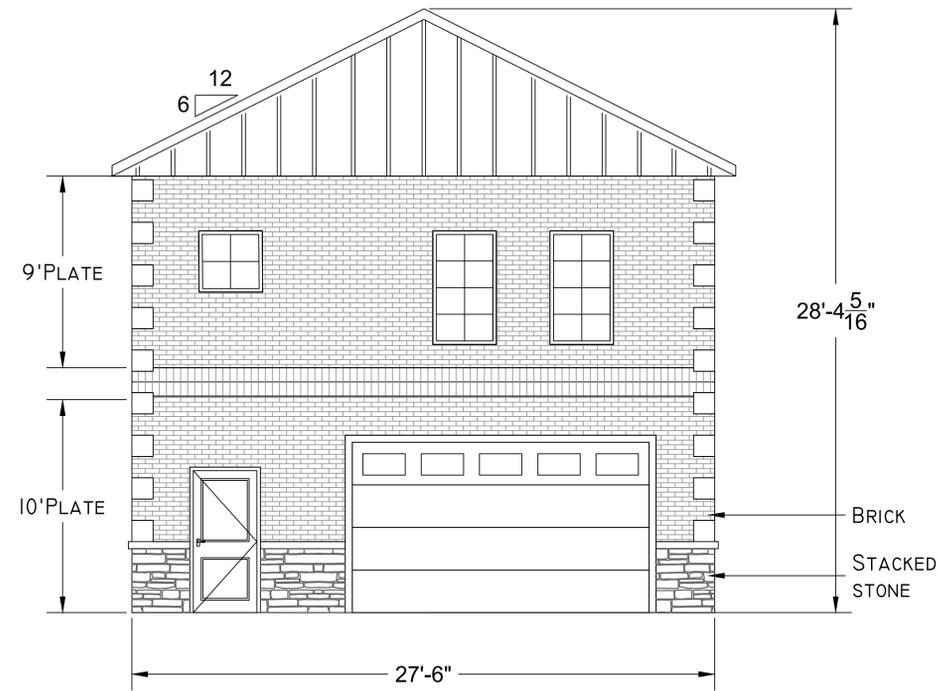
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DRAWN:	MBT
CHECKED:	DD
DATE:	02/06/2019

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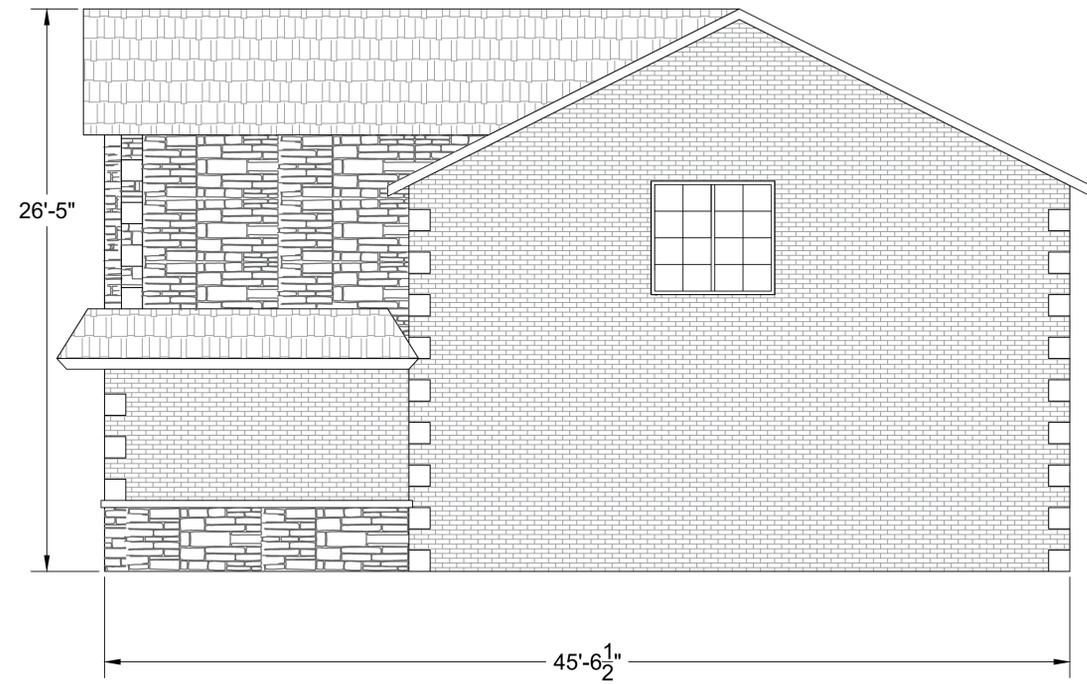
HEARTHSTONE  
ASHVILLE PLAN - ELEVATIONS

Project ACALA	Sheet 3B	HEARTHSTONE HURST, TEXAS
Date 03/08/2019	Scale 1/4" = 1'-0"	
HEARTHSTONE HURST, TEXAS		



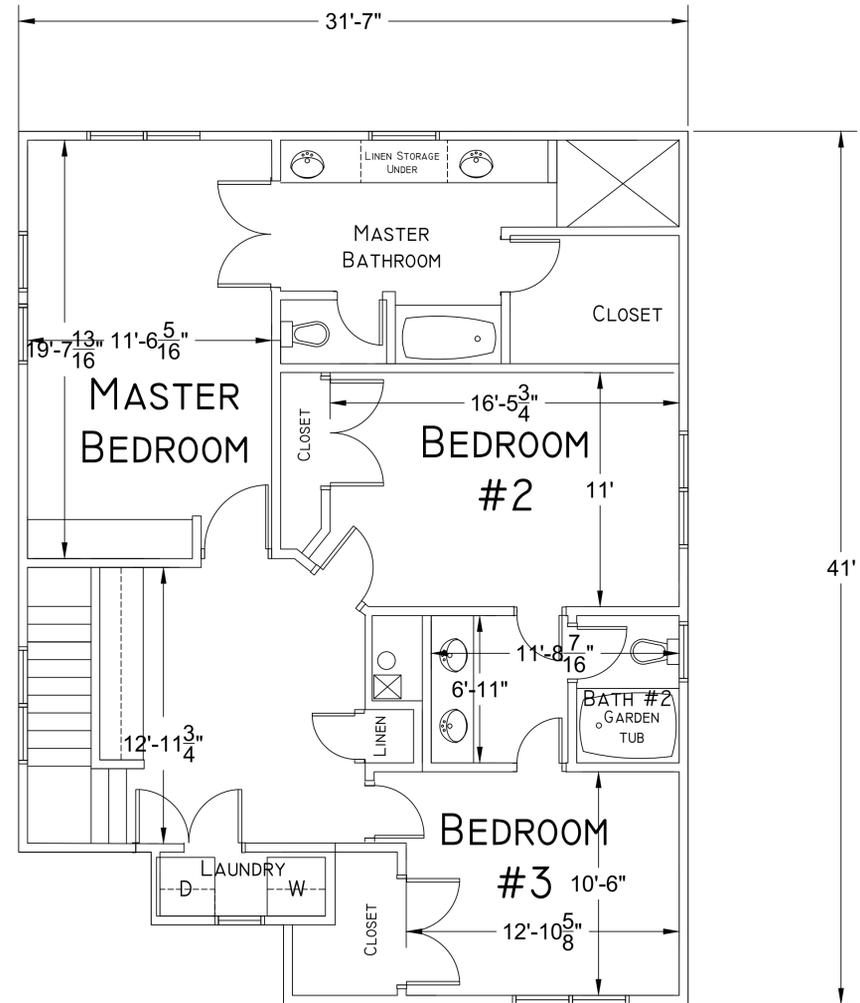
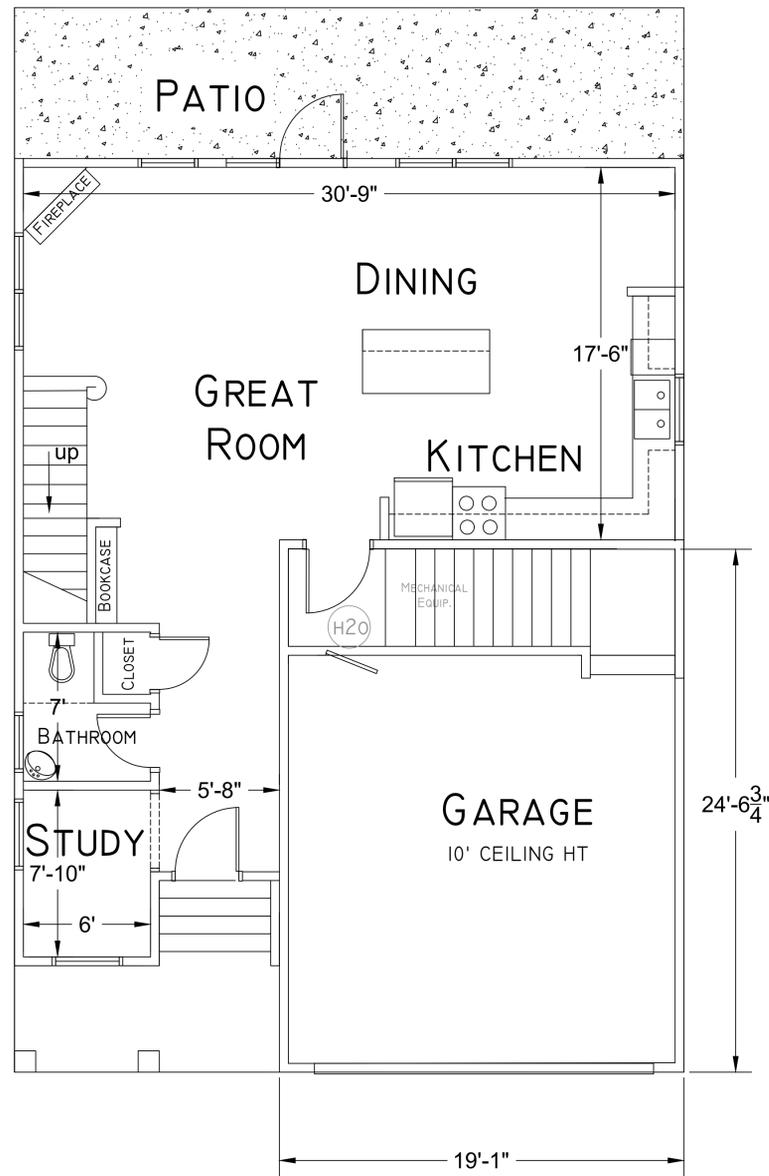
HEARTHSTONE  
CHAPEL-MARTIN PLAN - ELEVATIONS

Project: ACALA	Sheet: 4B
Date: 03/08/2019	
Scale: 1/4" = 1'-0"	
HEARTHSTONE HURST, TEXAS	



HEARTHSTONE  
WHILMINGTON PLAN - ELEVATIONS

Project: ACALA	Sheet: 5B
Date: 03/08/2019	
Scale: 1/4" = 1'-0"	
HEARTHSTONE HURST, TEXAS	

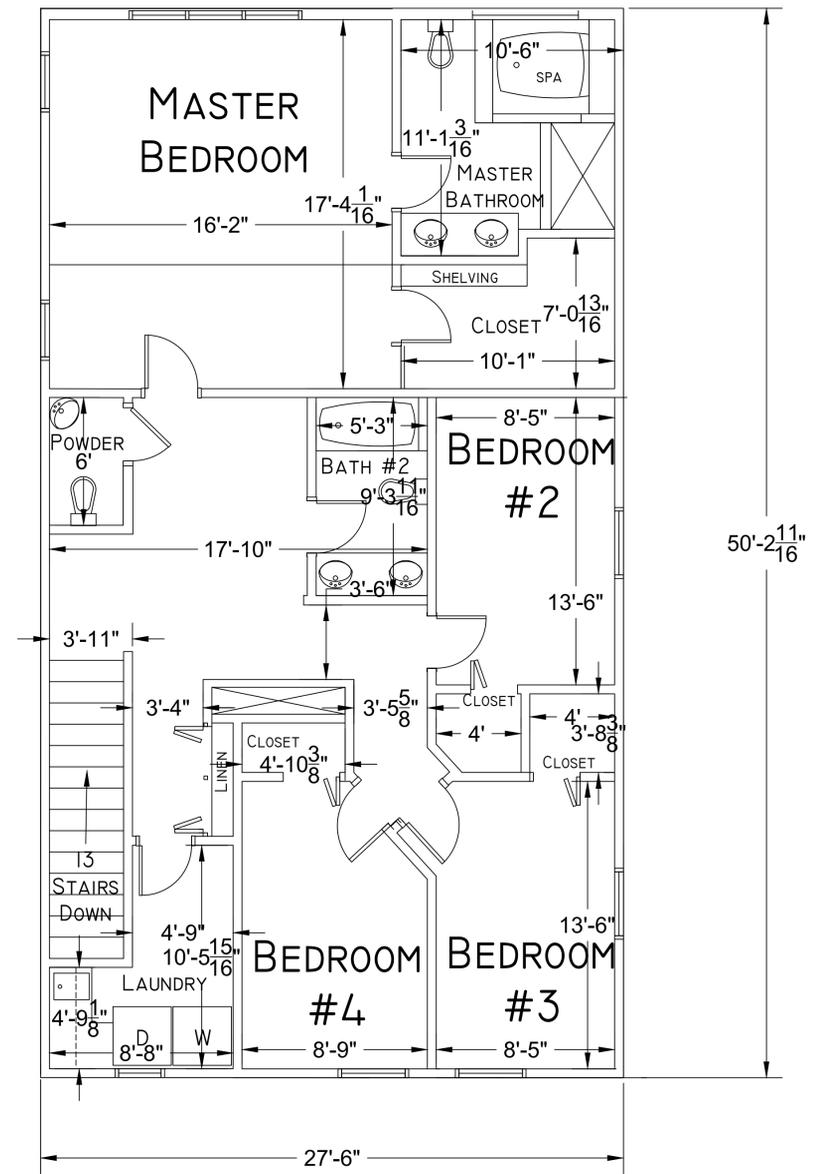
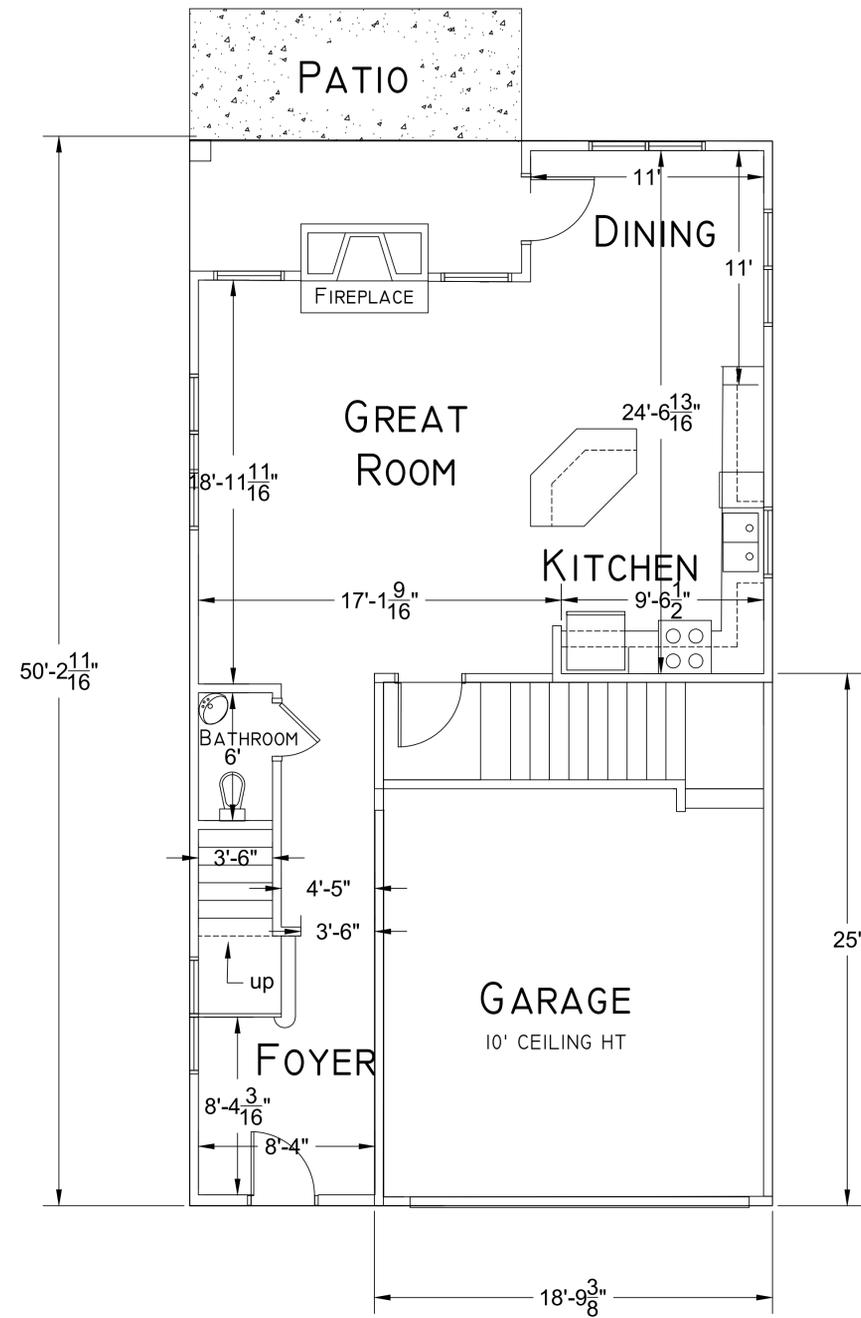


ASH-MARTIN AREA TABULATION:

FIRST FLOOR	824 SF
SECOND FLOOR	1227 SF
GARAGE	477 SF
PORCHES	174 SF
<b>TOTAL SF</b>	<b>2,702 SF</b>

HEARTHSTONE  
ASHVILLE PLAN - WEST

Project: ACALA Date: 03/08/2019 Scale: 1/4" = 1'-0" Sheet: 3A	<b>HEARTHSTONE</b> HURST, TEXAS
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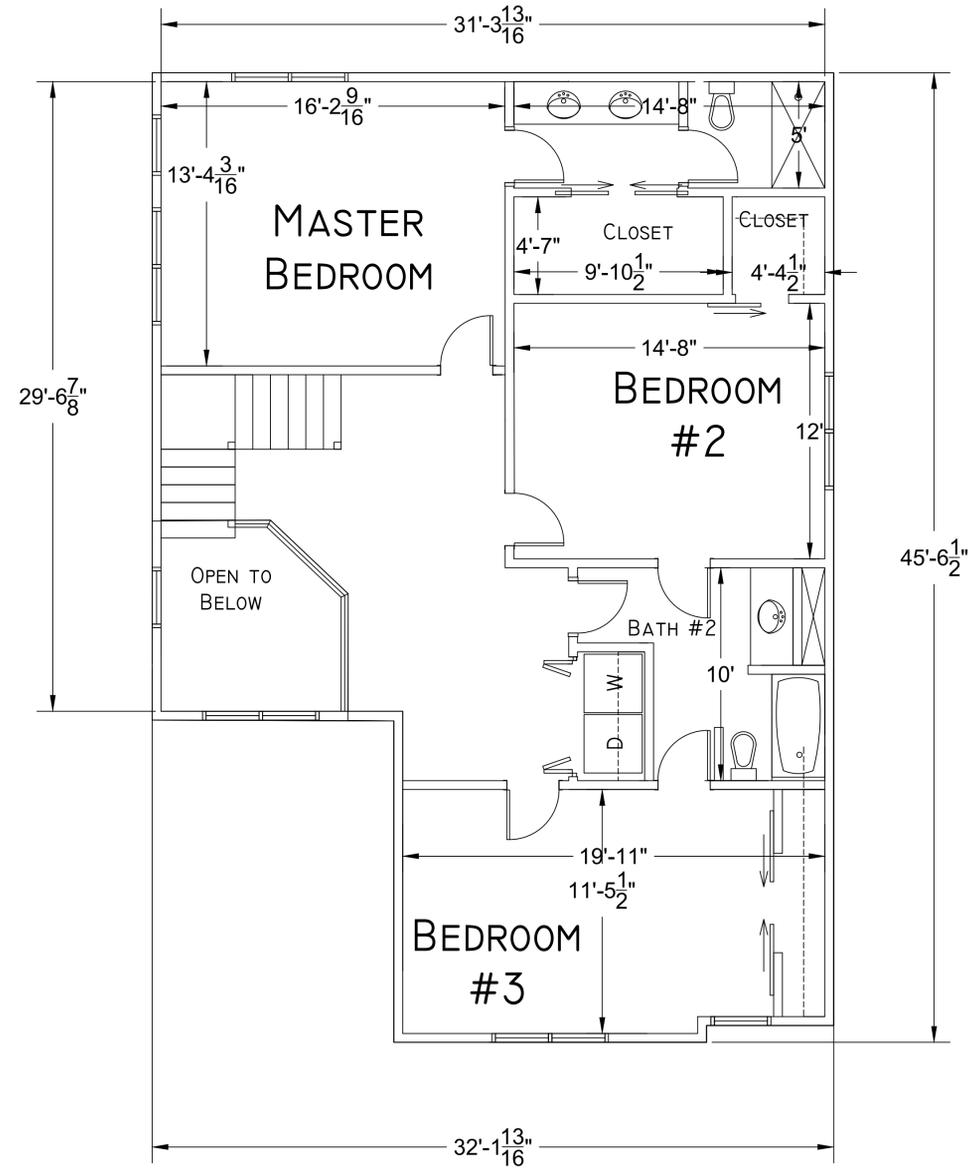
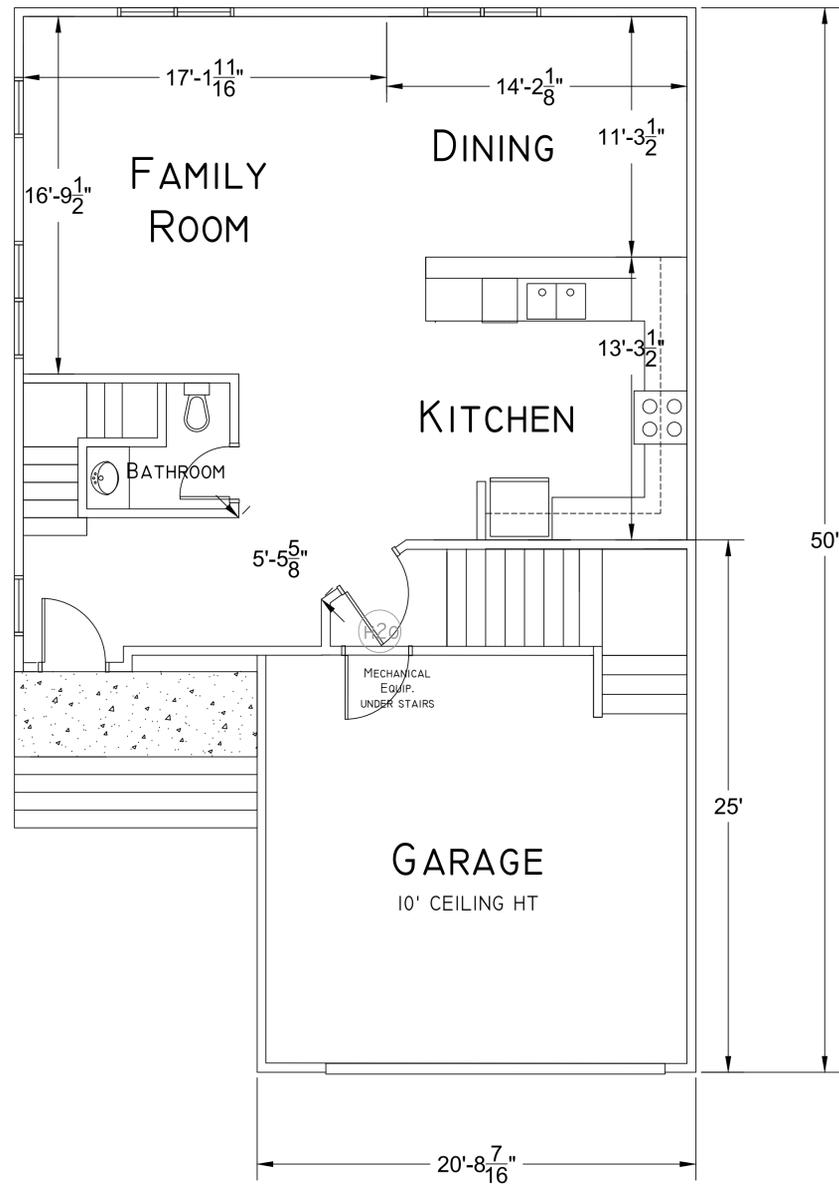
CHAPEL-MARTIN AREA TABULATION:

FIRST FLOOR	925 SF
SECOND FLOOR	1381 SF
GARAGE	477 SF
PORCHES	154 SF
<b>TOTAL SF</b>	<b>2,937 SF</b>



HEARTHSTONE  
CHAPEL-MARTIN PLAN - WEST

<p>Project: ACALA Date: 03/08/2019 Sheet: 4A Scale: 1/4" = 1'-0"</p>	<p><b>HEARTHSTONE</b> HURST, TEXAS</p>
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Project: ACALA	Sheet: 5A
Date: 03/08/2019	
Scale: 1/4" = 1'-0"	
HEARTHSTONE HURST, TEXAS	

MARTIN-WHILMINGTON AREA TABULATION:

FIRST FLOOR	1055 SF
SECOND FLOOR	1207 SF
GARAGE	488 SF
PORCHES	20 SF
<b>TOTAL SF</b>	<b>2,770 SF</b>



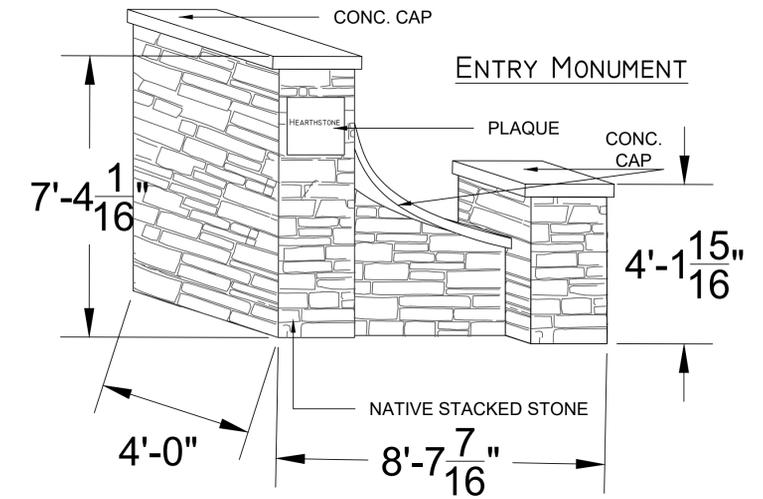
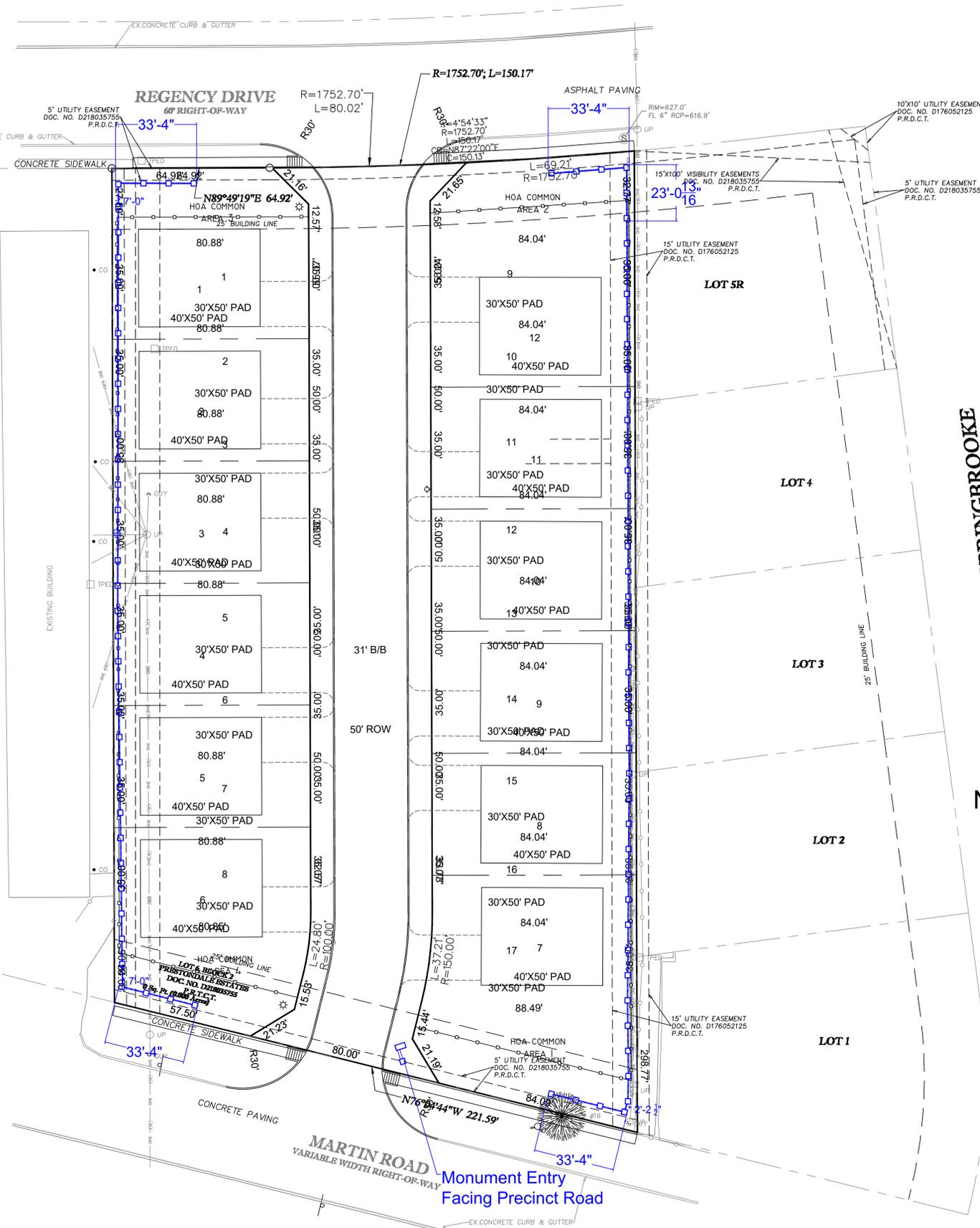
HEARTHSTONE  
WHILMINGTON PLAN - WEST

# HEARTHSTONE SITE PLAN W/FENCE PROPOSAL

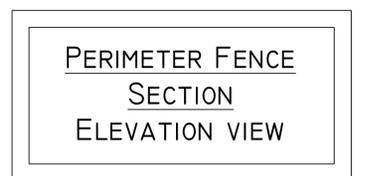
BLUE INDICATES Proposed Fence line

PRECINCT LINE ROAD  
(F.M. HWY. 3009)

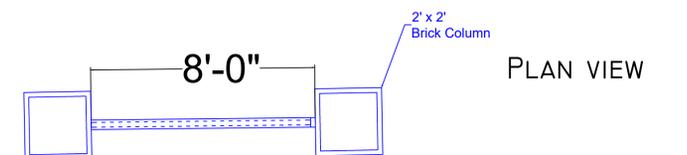
WILCREST TRUST  
DOC. NO. D203325580  
D.R.T.C.T.



2' x 2'  
Wrapped Column  
Native Stacked Stone  
w/Concrete Top Cap



Concrete Footings



Project: ACALA	Sheet: 2
Date: 03/19/2019	
Scale: 1" = 25'-0"	
Product Name and Address:	
HEARTHSTONE HURST, TEXAS	
<h2>HEARTHSTONE</h2> <h3>741 REGENCY DRIVE</h3> <h3>HURST, TEXAS</h3>	

ORDINANCE 2411

AN ORDINANCE ADOPTING A ZONING CHANGE FROM GB-PD TO R1-PD WITH A SITE PLAN FOR LOT 6 AND A PORTION OF LOT 5R, BLOCK 2, PRESTONDALE ESTATES ADDITION, BEING 1.83 ACRES LOCATED AT 741 REGENCY DRIVE

WHEREAS, notice of a hearing before the Planning and Zoning Commission was sent to real property owners within 200 feet of the property herein described at least 10 days before such hearing; and,

WHEREAS, notice of a public hearing before the City Council was published in a newspaper of general circulation in Hurst at least 15 days before such hearing; and,

WHEREAS, notices were posted on the subject land as provided by the Zoning Ordinance; and,

WHEREAS, public hearings to change the zoning on the property herein described were held before both the Planning and Zoning Commission and the City Council, and the Planning and Zoning Commission has heretofore made a recommendation concerning the site plan change; and,

WHEREAS, the City Council is of the opinion that the zoning change with a site plan herein effectuated furthers the purpose of zoning as set forth in the Comprehensive Zoning Ordinance and is in the best interest of the citizens of the City of Hurst.

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

Section 1. THAT the Comprehensive Zoning Ordinance of the City of Hurst is hereby amended by adopting a zoning change with Exhibits "A-J" from GB-PD TO R1-PD for Lot 6 and a portion of Lot 5R, Block 2, Prestondale Estates, being 1.83 acres located at 741 Regency Drive.

AND IT IS SO ORDERED.

Passed on the first reading on the 26<sup>th</sup> day of March 2019 by a vote of \_ to \_.

Approved on the second reading on the 9<sup>th</sup> day of April 2019 by a vote of \_ to \_.

ATTEST:

CITY OF HURST

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

\_\_\_\_\_  
Henry Wilson, Mayor

Approved as to form and legality:

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

City Council Staff Report

SUBJECT: Consider approval of an Ordinance 2409 amending Section 26-49.-Water Conservation Plan of the Code of Ordinances

Supporting Documents:

Ordinance 2409

Meeting Date: 3/26/2019

Department: Public Works

Reviewed by: Greg Dickens

City Manager Review:

Background/Analysis:

In 2004, the Texas Commission on Environmental Quality (TCEQ) adopted provisions to Title 30, Texas Administrative Code Chapter 288, requiring retail public water suppliers, providing water services to 3,300 or more connections, to submit revised Water Conservation Plans that include specific, quantified targets for water use reductions to be achieved during periods of water shortages and drought. In the same provision, all public water suppliers are required to review and update their plans every five years. The last update was August 2014. The current five-year update is due May 1, 2019 to the TCEQ offices.

Funding Sources and Community Sustainability:

Sufficient funding is available in the Public Works budget to fund any requirement of the plan.

Conserving potable water is directly representative of the Council's goal of Financial Sustainability and Public Safety.

Recommendation:

Staff recommends City Council approve Ordinance 2409 amending Section 26-49 Water Conservation Plan of the Code of Ordinances.

ORDINANCE 2409

AN ORDINANCE AMENDING THE CITY OF HURST CODE OF ORDINANCES, CHAPTER 26 –UTILITIES, ARTICLE II. - WATER AND SANITARY SEWERS, DIVISION 2. – WATER GENERALLY, BY DELETING SECTION 26-49.-WATER CONSERVATION PLAN, IN ITS ENTIRETY AND ADOPTING A NEW SECTION 26-49. – WATER CONSERVATION PLAN; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council finds that conservation of water and the protection of water supplies are in the best interest of its citizens; and

WHEREAS, the City is required every 5<sup>th</sup> year to update and amend the water conservation plan by the Texas Commission on Environmental Quality (TCEQ) and the Texas Water Development Board. This update is due to be submitted by May 1, 2019, in accordance with Title 30 of the Texas Administration Code, Chapter 288; and

WHEREAS, staff recommends the City Council adopt the amended water conservation plan referenced in Section 26-49 of the City Code; and

WHEREAS, the Water Conservation Plan proposes a goal of reducing the rolling five year average water consumption to a level of 132 gallons per capita per day by 2024 and 127 gallons per capita per day by 2029; and

WHEREAS, the City has determined an urgent need in the best interest of the public to adopt a new Water Conservation Plan; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such Ordinances necessary to preserve and conserve its water resources; and

WHEREAS, securing future water supplies will require proving to state permitting agencies that existing water supplies are being used efficiently.

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

Section 1. THAT the statements contained in the preamble to this Ordinance are hereby adopted as findings of fact and as a part of the operative provisions hereof.

Section 2. THAT the City of Hurst Code of Ordinances Chapter 26 is hereby amended by deleting Section 26-49 and adding a new Section 26-49 to read as follows:

“Sec. 26-49. Water conservation plan

The City of Hurst hereby adopts the Water Conservation Plan attached as Exhibit “A” to Ordinance 2409.”

Section 5. THAT all ordinances or any parts thereof in conflict with the terms of this ordinance shall be and hereby are deemed repealed and of no force or effect.

Section 7. THAT if any section, subsection, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 8. THAT this ordinance will take effect immediately from and after its passage.

AND IT IS SO ORDERED.

Passed on the first reading on the \_\_\_\_\_ day of \_\_\_\_\_ 2019, by a vote of \_\_\_\_\_ to \_\_\_\_\_

Passed on the second reading on the \_\_\_\_\_ day of \_\_\_\_\_ 2019, by a vote of \_\_\_\_\_ to \_\_\_\_\_

ATTEST:

CITY OF HURST

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

\_\_\_\_\_  
Henry Wilson, Mayor

Approved as to form and legality:

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

City of Hurst  
1505 Precinct Line Road  
Hurst, Texas 76054  
PWS # 2200054  
[www.hursttx.gov](http://www.hursttx.gov)

# *Water Conservation Plan*

*for Retail Water Customers*

*April 9, 2019*

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**APPENDICIES**

**APPENDIX A List of References**  
**APPENDIX B Texas Commission on Environmental Rules on Water Conservation Plans for Municipal and Wholesale Water Providers**

- Texas Administrative Code Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.1 – Definitions (Page B-1)
- Texas Administrative Code Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 – Water Conservation Plans for Municipal Uses by Public Water Suppliers (Page B-5)

**APPENDIX C City of Hurst Utility Profile Based on TCEQ Format**  
**APPENDIX D Letters to Region C Water Planning Group**  
**APPENDIX E Adoption of the Water Conservation Plan**  
**APPENDIX F Tarrant Regional Water District (TRWD) Water Conservation and Drought Contingency Plan**

## **1.0 INTRODUCTION AND OBJECTIVE**

Recognizing the need for efficient use of existing water supplies, the Texas Commission on Environmental Quality (TCEQ) has developed guidelines and requirements governing the development of water conservation plans. The City of Hurst has developed this water conservation plan in accordance with TCEQ guidelines and requirements. To develop a regional approach, Tarrant Regional Water District's Water Conservation and Drought Contingency Plan were included. This plan replaces the previous plan dated June 2014. The City of Hurst also recognizes that in order to achieve its goals of maximizing water conservation and efficiency, it is necessary to develop and implement a water conservation plan that meets compliance with TCEQ guidelines and requirements.

This document outlines the City of Hurst Water Conservation Plan, and the Emergency Water Demand Management Drought Contingency Plan. The Emergency Water Demand Management Drought Contingency Plan provides procedures for voluntary and mandatory actions to be implemented to temporarily reduce the demand placed upon the City's water supply system during a water shortage emergency. Emergency Water Demand Management procedures include conservation, but may also include prohibition of certain uses. Both programs are tools that the City of Hurst will have available to operate effectively in all situations.

The objective of this Water Conservation Plan is to reduce the per capita consumption of water, a finite resource. Many communities throughout the United States have used conservation measures to successfully cope with various water and wastewater problems. Reductions in water use of as much as 25 percent have been achieved, but the normal range is from 5 to 15 percent. As a result of reduced water use, wastewater flows have also been reduced by 5 to 10 percent. It is anticipated that continued implementation of this Plan would result in a reduction in per capita water consumption. The City of Hurst goal is to reduce per capita water consumption by 1 percent each year with an ultimate goal of 127 gallons per capita per day by 2029.

## **2.0 TEXAS COMMISSION ON ENVIRONMENTAL QUALITY RULES**

### **2.1 TCEQ RULES GOVERNING CONSERVATION PLANS**

The TCEQ rules governing development of water conservation plans for public water supplies are contained in Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 of the Texas Administrative Code, which is included in Appendix B. For the purpose of these rules, a water conservation plan is defined as “A strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing the loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water.” The elements in the TCEQ water conservation rules covered in this conservation plan are listed below.

#### Minimum Conservation Plan Requirements

The minimum requirements in the Texas Administrative Code for Water Conservation Plans for Public Water Suppliers are covered in this report below.

- 288.2(a)(1)(A) – Utility Profiles – Section 3.0 and Appendix C
- 288.2(a)(1)(B) – Record Management System – Section 5.2
- 288.2(a)(1)(C) – Specific, Quantified Goals – Section 4.0
- 288.2(a)(1)(D) – Accurate Metering – Section 5.2
- 288.2(a)(1)(E) – Universal Metering – Section 5.2
- 288.2(a)(1)(F) – Determination and Control of Water Loss – Section 5.2 and 5.3
- 288.2(a)(1)(G) – Public Education and Information Program – Section 6.1
- 288.2(a)(1)(H) – Non-Promotional Water Rate Structure – Section 6.2
- 288.2(a)(1)(I) – Means of Implementation and Enforcement – Section 6.4
- 288.2(a)(1)(J) – Coordination with Regional Water Planning Groups – Section 6.6 & App D
- 288.2(c) – Review and Update of Plan – Section 8.0

#### Conservation Additional Requirements (Population over 5,000)

The Texas Administrative Code includes additional requirements for water conservation plans for drinking water supplies serving a population over 5,000:

- 288.2(a)(2)(A) – Leak Detection, Repair, and Water Loss Accounting – Section 5.3

#### Additional Conservation Strategies

The Texas Administrative Code lists additional conservation strategies, which may be adopted by suppliers but are not required. Additional strategies adopted by the City of Hurst include the following:

288.2(a)(3)(A) – Consideration for Landscape Water Management Regulations – Section 7.3

## **2.2 GUIDANCE AND METHODOLOGY FOR REPORTING ON WATER CONSERVATION AND WATER USE**

In addition to TCEQ rules regarding water conservation, this plan also incorporates elements of the Guidance and Methodology for Reporting on Water Conservation and Water Use Developed by TWDB and TCEQ, in consultation with the Water Conservation Advisory Council (the “Guidance”). The Guidance was developed in response to a charge by the 82<sup>nd</sup> Texas Legislature to develop water use and calculation methodology and guidance for preparation of water use reports and water conservation plans in accordance with TCEQ rules. The City of Hurst has considered elements of this guidance in preparation of this plan.

## **3.0 DESCRIPTION OF SERVICE AREA AND UTILITY PROFILE**

As of January 2019 the City of Hurst provides retail water and sewer service to approximately 39,051 residents. The City’s service area is the total area within the city limits of Hurst, which is approximately 10 square miles.

### **3.1 UTILITY PROFILE**

The City of Hurst as shown in Figure 3-1 has a current population of 39,051. The water supply is distributed through approximately 204 miles of water mains, ranging from 4” to 30” in diameter. The supply to the City is divided into two pressure planes, South and North. The dividing line is predominately at Hwy.183 with the North plane extending South into neighborhoods on each side of Precinct Line Road down to Pipeline Road.

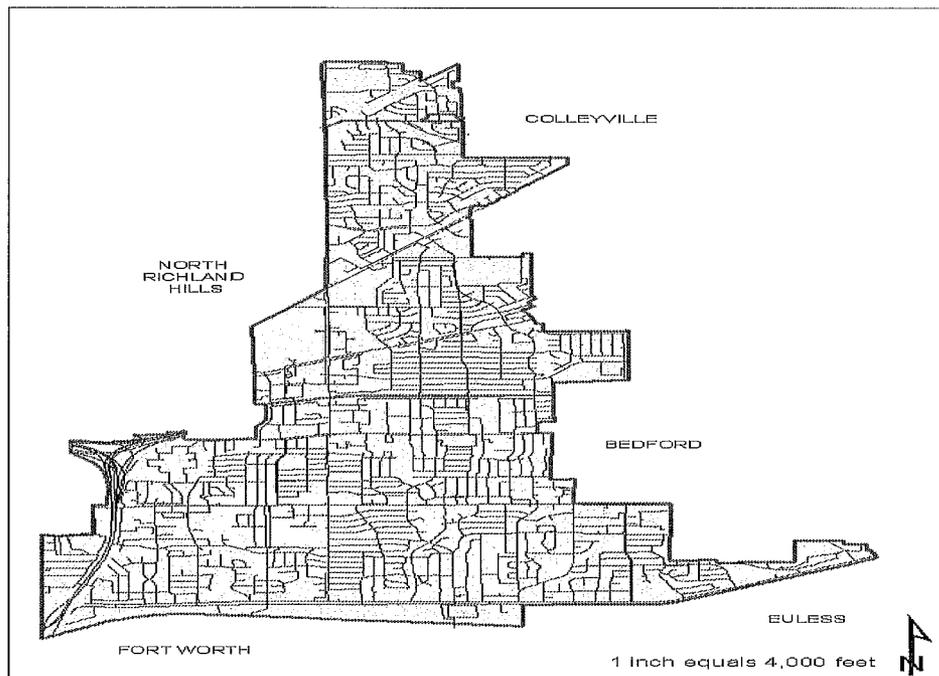
The South Pressure Plane is supplied by purchase water from the City of Fort Worth through Metered Vault # 2 located at 405 W. Hurst Blvd. along with five water wells. All supplies are stabilized by one (1.0 mg) elevated water tank (Valentine tank). The total designed delivery capacity in the South Plain is 7 million gallons per day (mg/d) and the reliable delivery capacity is 6 million gallons per day (mg/d).

The North Pressure Plane is supplied by water purchased from the City of Fort Worth through Metered Vault # 1 located at 951 W. Hurst Blvd. in conjunction with one water well. Both water supplies flow into three ground storage tanks at Pump Station # 5 located at 2400 Norwood and is pumped into two elevated water tanks, Tarrant County College or (TCC) and North Precinct or (NP). Total designed delivery capacity in the North Plane is 8 million gallons per day (mg/d) and the reliable delivery capacity is 7.5 million gallons per day (mg/d.). The combined reliable capacity is 13.5 million gallons per day (mg/d) as shown in Table 3-1 below:

**Table 3-1: 2019 City of Hurst Water System Delivery Capacity**

<b>Water Supply</b>	<b>Design Capacity(mgd)</b>	<b>Reliable Delivery Capacity (mgd)</b>
<b>Hurst South Pressure Plane</b>	<b>7.0</b>	<b>6.0</b>
<b>Hurst North Pressure Plane</b>	<b>8.0</b>	<b>7.5</b>
<b>Total</b>	<b>15</b>	<b>13.5</b>

**Figure 3-1**



**4.0 SPECIFICATION OF WATER CONSERVATION GOALS**

TCEQ rules require the adoption of specific water conservation goals for a water conservation plan. The goals for the water conservation plan include the following.

- Maintain the 5-year moving average total per capita water use below specified amount in the Table 4-1.
- Maintain the level of water loss in the system below the specified amount in Table 5-3.
- Increase efficient water usage and decrease waste in lawn irrigation by enforcement of landscape water management regulations as described in Section 7.3.

In the previous (2014) plan, total per capita use goals were 152 GPCD by 2019 and 147 GPCD by 2024 as outlined in Table 4.1 below. As of 2019, the City of Hurst’s five year average per capita use is 130 GPCD. This illustrates achieved conservation savings significantly ahead of the 2019 goal and surpassing that of the 2024 goal.

**Table 4-1: PREVIOUS PLAN GPCD GOALS (2014)**

Description	Units	2014	2019	2024
Total GPCD	GPCD	157	152	147
Residential GPCD	GPCD	111	106	101

A. Total GPCD = (Total Gallons in System / Permanent Population) / 365

B. Residential GPCD = (Gallons Used for Residential Use / Residential Population) / 365

Therefore, the 2024 and 2029 goals have been revised to reflect increased conservation as a result of measures including this plan. The City of Hurst has developed goals based on the recommendations of the Texas Water Conservation Implementation Task Force, which suggests a 1% reduction in gallons per capita per day per year. The current specific goals are outlined in Table 4-2. These goals were developed using the City of Hurst current five year average per capita, and therefore some (dry) years will see higher per capita usage than these five year average goals. A series of dry years may lead to an average exceeding the goal.

**Table 4-2: GPCD GOALS (2019)**

Description	Units	2019	2024	2029
Total GPCD	GPCD	137	132	127
Residential GPCD	GPCD	101	96	91

C. Total GPCD = (Total Gallons in System / Permanent Population) / 365

D. Residential GPCD = (Gallons Used for Residential Use / Residential Population) / 365

## **5.0 METERING, WATER USE RECORDS, CONTROL OF UNACCOUNTED WATER, AND LEAK DETECTION AND REPAIR**

One of the key elements in water conservation is careful tracking of water use and control of losses. Programs for universal metering, meter testing, meter repair, and periodic meter replacement have been developed using the American Water Works Association (AWWA) standards and are important elements in the City of Hurst’s program to control losses.

### **5.1 MONITORING AND RECORD MANAGEMENT PROGRAM FOR DETERMINING DELIVERIES**

The City of Hurst has an effective record management system in place. The record management system allows for the separation of water sales and use into Residential Single and Multi-Family, commercial, institutional and industrial categories. This information is included in the TCEQ required Water Conservation Implementation Report.

The City of Hurst meters all of the connections in the Distribution System. Meters range in size from ¾” to 16”. The meter size distribution is included in Table 5-1 below. All meters met AWWA accuracy standards when installed. As of December 31, 2018, there were a total of 12,393 active retail meters in the City. **Table 5-1: METER SIZE DISTRIBUTION**

Meter Size	Total Number
5/8” x .75”	9,820
1”	1,931
1.5”	292
2”	260
3”	46
4”	32
6”	9
8”	1
16”	2

**5.2 METER CALIBRATION AND REPLACEMENT**

The City of Hurst currently has an implemented program for meter replacement based on each meter and transponder at least every ten (10) years. In addition to age replacement, the City of Hurst by an annual contract performs accuracy testing on approximately 125 commercial meters, 2” and larger. Meters found outside compliance with the AWWA standard are repaired or replaced. Meters reading unusually high or low, erratically or not reading any flow are investigated in a similar way each billing cycle. Accuracy testing and the repair or replacement helps the City of Hurst monitor and reduce unaccounted for water. In addition, all City owned facilities are metered to insure accuracy when comparing wholesale purchases vs. water distributed and sold.

**5.3 LEAK DETECTION, REPAIR AND WATER LOSS ACCOUNTING**

The system water audit is used annually to monitor the total level of non-revenue water. There are many variables which influence the revenue and non-revenue components of the City’s water system including meter inaccuracy, data discrepancies, unauthorized consumption, reported breaks and leaks and unreported losses.

The City of Hurst uses Water Loss expressed in GPCD as its preferred water loss metric as it is less variable than other metrics to climate conditions. In the previous years, water loss (GPCD) was variable but progress was made from the previous year as seen in Table 5.2.

**Table 5-2: PREVIOUS WATER LOSS GPCD**

Description	Units	2016	2017	2018
Water Loss	GPCD	4	14	8

The Texas Water Development Board has also asked that cities begin to include their water loss in gallons per capita day and as a percentage of the total water use in the system as seen in Table 5-3. These are additional performance indicators that can be used to determine the effectiveness of the water. The City will continue to reduce water losses throughout the system by analyzing and updating the targets and goals of this section annually in conjunction with the water audit.

**Table 5-3: WATER LOSS GOALS (2019)**

Description	Units	2019	2024	2029
Total GPCD	GPCD	6	5	4
Water Loss Percentage	%	3.95%	3.40%	3%
Water Loss Per Connection	Gallons/connection per day	14.06	13.92	13.79
Real Losses	ILI	1.20	1.03	0.90

- A. Total GPCD = (Total Gallons in System / Permanent Population) / 365
- B. Residential GPCD = (Gallons Used for Residential Use / Residential Population) / 365
- C. Water Loss GPCD = (Total Water Loss / Permanent Population) / 365
- D. Water Loss Percentage = (Total Water Loss / Total Gallons in System) x 100; or (Water Loss GPCD / Total GPCD) x 100

The Infrastructure Leakage Index (ILI) is a calculation of the theoretical lowest leakage possible divided by existing calculated leakage. The ILI was developed as a unique value for every city and includes variables such as the distance from the curb stop to the meter boxes, the pressure in the system, and the number of service lines or connections per mile of main.

The City of Hurst has an ILI of approximately 1.20, which means that theoretically the leakage could be reduced 1.20 times before reaching the lowest possible value. This puts the City of Hurst below the average zone of ILIs within the United States. The City will continue to reduce leaks in the system through thorough monitoring and attempt to target and locate all suspected leaks. Its leak detection program includes continuously monitoring almost 1,077,120 linear feet of pipe annually. In addition, the City will continue to encourage customers and field operators to report visual leakage.

## **6.0 PUBLIC EDUCATION AND INFORMATION**

The City of Hurst currently provides water conservation tips through the City’s monthly ‘Where We Live’ newsletter distributed within customer water bills as well as on the City’s web page, social media and through information provided at the initiation of service.

The City of Hurst also provides Notification to schools districts, home owners associations and social groups that the Water Utility Staff is available to make presentations on the importance of water conservation and ways to save water. The City of Hurst will continue to work closely in the future with wholesale water providers and other regional agencies to develop cost-effective public education programs.

**6.1 WATER RATE STRUCTURE**

As of October 1, 2018, the City of Hurst continues to utilize a flat rate structure for all classes as shown in Table 6-1 below:

**Table 6-1: Rate Structure (FY18-19)**

Water Rates	\$17.52 First 2,000 gallons, \$7.04 per 1,000 gallons after.
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As indicated in Table 6-1, this is a basic non-promotional rate plan and does not encourage excessive water use with reduced rates. The City of Hurst will continue consideration of various rate plans to insure cost-effectiveness and compliance with State regulations.

In addition, the City of Hurst charges a monthly meter charge to commercial accounts as is shown in Table 6-2 below:

**Table 6-2: MONTHLY METER CHARGES**

Meter Size	Service Charge
1" and Smaller	\$2.00
1.5" and Larger	\$9.00

**6.2 RESERVOIR SYSTEM OPERATIONS**

This requirement is not applicable to the City of Hurst.

**6.3 IMPLEMENTATION AND ENFORCEMENT**

The City of Hurst completes the TCEQ required Water Conservation Plan and Utility Profile annually as required. These reports include various water conservation strategies that have been implemented, including the date of implementation. Additionally, reports include progress made on the five and ten year per capita water use goals from this plan.

The City of Hurst has existing ordinances in place that prohibit the wasting of water such as year round no watering restrictions between the hours of 10am to 6pm, rain and freeze sensors and the disallowance of water to fall upon impervious surfaces. In 2014, the City of Hurst approved an Ordinance regulating the design and installation of new irrigation systems and approved an

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City of Hurst, Texas  
Ordinance Amendment in June of 2014 that established mandatory, year round 2 day per week watering restrictions.

The City of Hurst Drought Contingency/Emergency Water Management Plan that was approved by Council in 2014 was designed to match the City of Fort Worth's Plan that provides for escalated enforcement for each drought stage.

#### **6.4 COORDINATION WITH REGIONAL WATER PLANNING GROUPS**

As a wholesale customer of Fort Worth the City of Hurst participates in each entity's short term and long term planning. In addition, the City of Hurst consistently participates in Texas Water Development Board (TWDB) and Regional Water Planning Group (Region C) inquiries and reporting. In addition, a copy of the City of Hurst Water Conservation Plan has been submitted to the Wholesale provider.

#### **7.0 ADDITIONAL CONSERVATION EFFORTS**

##### **7.1 WATER-CONSERVING PLUMBING FIXTURES**

The City of Hurst complies with the U.S. Energy Policy Act of 1992 (Public Law 102-846, 106 Stat. 2776, 102D Congress, Oct. 24, 1992) which includes requirements for maximum water use allowed for toilets, urinals, showerheads and faucets.

The City of Hurst currently adheres to the 2009 International Plumbing Code (IPC) Section 604.4, Max Flow and Water Consumption and adopts table 604.4 which lists Water Closet Max Flow Rate at 1.6 gallons per flush cycle. The City routinely inspects new construction, remodeling, additions, etc., through building permits to ensure installation of fixtures adheres to the current codes and ordinances in place.

**7.2 LANDSCAPE WATER MANAGEMENT**

The City of Hurst in conjunction with the City of Fort Worth have amended the ordinance to reflect the mandatory, year round twice per week watering schedule effective June 24, 2014 similar to Stage 1 of its drought plan. The schedule is included in Table 7-1 seen below:

**Table 7-1: TWICE PER WEEK WATERING SCHEDULE**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
No outdoor watering	Non-residential	Residential addresses ending in (0,2,4,6,8)	Residential addresses ending in (1,3,5,7,9)	Non-Residential	Residential addresses ending in (0,2,4,6,8)	Residential addresses ending in (1,3,5,7,9)

In addition, the Irrigation Installation Ordinance adopted in January 2009 requires that only licensed irrigators alter existing or install new irrigation systems within the City of Hurst and require all existing commercial systems to retrofit rain and freeze sensors. The City of Hurst will continue to actively promote the use of native vegetation for landscaping for both public and private areas consistent with the Texas Smartscape Program.

**8.0 ADOPTION OF WATER CONSERVATION PLAN; PERIODIC REVIEW AND UPDATE OF PLAN**

TCEQ requires that water conservation plans be reviewed and updated every five years to coincide with the regional water planning process. This Water Conservation Plan will be updated as required by TCEQ and, in addition, will be continually reassessed for opportunities to improve water efficiency and conservation based on new or updated information.

**8.1 COORDINATION WITH THE CITY OF FORT WORTH AND REGULATORY AGENCIES**

Appendix D is a copy of the letters sent to the chair persons of the Region C Water Planning Group, City of Fort Worth Water Department, Tarrant Regional Water District and the Texas Commission on Environmental Quality. Appendix E is a copy of Ordinance No. 2409 amending Chapter 26 by adopting a new Water Conservation Plan.

**APPENDIX A**  
**LIST OF REFERENCES**

**APPENDIX B**  
**TEXAS COMMISSION OF ENVIRONMENTAL QUALITY RULES ON MUNICIPAL**  
**WATER CONSERVATION PLANS**

**APPENDIX B**

**TEXAS COMMISSION OF ENVIRONMENTAL QUALITY RULES ON MUNICIPAL  
WATER CONSERVATION PLANS**

<u>TITLE 30</u>	ENVIRONMENTAL QUALITY
<u>PART 1</u>	TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
<u>CHAPTER 288</u>	WATER CONSERVATION PLANS, DROUGHT CONTINGENCY PLANS, GUIDELINES AND REQUIREMENTS
<u>SUBCHAPTER A</u>	WATER CONSERVATION PLANS
<b>RULE *288.1</b>	<b>Definitions</b>

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The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

(1) Agricultural or Agriculture—Any of the following activities:

- A. Cultivating the soil to produce crops for human food, animal feed, or planting seed or for the production of fibers.
- B. The practice of floriculture, viticulture, silviculture and horticulture, including the cultivation of plants in containers or non-soil media by a nursery grower;
- C. Raising, feeding, or keeping animals for breeding purposes or for the production of food and fiber, leather, pelts, or other tangible products having a commercial value;
- D. Raising or keeping equine animals;
- E. Wildlife management; and
- F. Planting cover crops, including cover crops cultivated for transplantation, or leaving land idle for the purpose of participating in any governmental program or normal crop or livestock rotation procedure.

(2) Agricultural use—Any use or activity involving agriculture, including irrigation.

- (3) Best management practices—Voluntary efficiency measures that save a quantifiable amount of water, either directly or indirectly, and that can be implemented within a specific time frame.
- (4) Conservation—Those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water, or increase the recycling and reuse of water so that a water supply is made available for future or alternative uses.
- (5) Commercial use—The use of water by a place of business, such as a hotel, restaurant, or office building. This does not include multi-family residence or agricultural, industrial, or institutional users.
- (6) Drought contingency plan—A strategy or combination of strategies for temporary supply and demand management responses to temporary and potentially recurring water supply shortages and other water supply emergencies. A drought contingency plan may be a separate document identified as such or may be contained within another water management document(s).
- (7) Industrial use—The use of water in processes designed to convert materials of a lower order of value into forms having greater usability and commercial value, and the development of power by means other than hydroelectric, but does not include agricultural use.
- (8) Institutional use—The use of water by an establishment dedicated to public service, such as a school, university, church, hospital, nursing home, prison or government facility. All facilities dedicated to public service are considered institutional regardless of ownership.
- (9) Irrigation—The agricultural use of water for the irrigation of crops, trees, and pastureland, including, but not limited to, golf courses and parks which do not receive water from a public water supply.
- (10) Irrigation water use efficiency—The percentage of that amount of irrigation water which is beneficially used by agriculture crops or other vegetation relative to the amount of water diverted from the source(s) of supply. Beneficial uses of water for irrigation purposes include, but are not limited to, evapotranspiration needs for vegetative maintenance and growth, salinity management, and leaching requirements associated with irrigation.
- (11) Mining use—The use of water for mining processes including hydraulic use, drilling, washing sand and gravel, and oil field re-pressuring.
- (12) Municipal use—The use of potable water provided by a public water supplier as well as the use of sewage effluent for residential, commercial, industrial, agricultural, institutional and wholesale users.

- (13) Nursery grower—A person engaged in the practice of floriculture, viticulture, silviculture, and horticulture, including the cultivation of plants in containers or nonsoil media, who grows more than 50% of the products that the person either sells or leases, regardless of the variety sold, leased, or grown. For purpose of this definition, grow means the actual cultivation or propagation of the product beyond the mere holding or maintaining of the item prior to the sale or lease, and typically includes activities associated with the production or multiplying of stock such as the development of new plants from cuttings, grafts, plugs, or seeding.
- (14) Pollution—The alteration of the physical, thermal, chemical, or biological quality of, or the contamination of, any water in the state that renders the water harmful, detrimental, or injurious to humans, animal life, vegetation, or property, or to the public health, safety or welfare, or impairs the usefulness of the public enjoyment of the water for any lawful or reasonable purpose.
- (15) Public water supplier—An individual or entity that supplies water to the public for human consumption.
- (16) Residential use—The use of water that is billed to single and multi-family residence, which applies to indoor and outdoor use.
- (17) Residential gallons per capita day—The total gallons sold for residential use by a public water supplier divided by the residential population served and then divided by the number of days in the year.
- (18) Regional water planning group—A group established by the Texas Water Development Board to prepare a regional water plan under Texas Water Code, 16.053.
- (19) Retail public water supply—An individual or entity the for compensation supplies water to the public for human consumption. The term does not include an individual or entity that supplies water to it or its employees or tenants when the water is not resold to or used by others.
- (20) Reuse—The authorized use for one or more beneficial purposes of use of water that remains unconsumed after the water is used for the original purpose of use and before water is either disposed of or discharged or otherwise allowed to flow into a watercourse, lake or other body of state –owned water.
- (21) Total use—The volume of raw or potable water provided by a public water supplier to billed customer sectors or nonrevenue uses and the volume lost during conveyance, treatment, or transmission of that water.

- (22) Total gallons per capita day (GPCD)—The total amount of water diverted and/or pumped for potable use divided by the total permanent population divided by the days of the year. Diversion volumes of reuse as defined in this chapter shall be credited against total diversion volumes for the purpose of calculating GPCD for targets and goals.
- (23) Water conservation plan—A strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water. A water conservation plan may be a separate document identified as such or may be contained within another water management document(s).
- (24) Wholesale public water supplier—An individual or entity that for the compensation supplies water to another for resale to the public for human consumption. The term does not include an individual or entity that supplies water to itself or its employees or tenants as an incident of that employees service or tenancy when that water is not resold to or used by others, or an individual or entity that conveys water to another individual or entity, but does not own the right to the water which is conveyed, whether or not for a delivery fee.
- (25) Wholesale use—Water sold from one entity or public water supplier to other retail water purveyors for resale to individual customers.

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**Source Note:** The provisions of this 288.1 adopted to be effective May 3, 1993, 18 TexReg 2558; amended to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective August 15, 2002, 27 TexReg 7146; amended to be effective October 7, 2004, 29 TexReg 9384; amended to be effective January 10, 2008, 33 TexReg 193; amended to be effective December 6, 2012, 37 TexReg 9515.

TITLE 30 ENVIRONMENTAL QUALITY

PART 1 TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

CHAPTER 288 WATER CONSERVATION PLANS, DROUGHT CONTINGENCY PLANS,  
GUIDELINES AND REQUIREMENTS

SUBCHAPTER A WATER CONSERVATION PLANS

**RULE \*288.2** **Water Conservation Plans for Municipal Uses by Public Water Suppliers**

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(a) A water conservation plan for municipal water use by public water suppliers must provide information in response to the following. If the plan does not provide information for each requirement, the public water supplier shall include in the plan an explanation of why the requirement is not applicable.

1. Minimum requirements. All water conservation plans for municipal uses by public water suppliers must include the following elements:

A. A utility profile in accordance with the Texas Water Use Methodology, including, but not limited to, information regarding population and customer data, water use data (including total gallons per capita day (GPCD) and residential GPCD), water supply system data, and wastewater system data.

B. A record management system which allows for the classification of water sales and uses into the most detailed level of water use data currently available to it, including, if possible, the sectors listed in clauses (i) – (vi) of this subparagraph. Any new billing system purchased by a public water supplier must be capable of reporting detailed water use data as described in clauses (i) – (vi) of this subparagraph:

- (i) Residential;
- (I) Single family;
- (II) Multi-family;
- (ii) Commercial;
- (iii) Institutional;
- (iv) Industrial;
- (v) Agricultural; and,

- (vi) Wholesale.
  - C. Specific, quantified five-year and ten-year targets for water savings to include goals for water loss programs and goals for municipal use in total GPCD and residential GPCD. The goals established by a public water supplier under this subparagraph are not enforceable;
  - D. Metering device(s), within and accuracy of plus or minus 5.0% in order to measure and account for the amount of water diverted from the source of supply;
  - E. A program for universal metering of both customer and public uses of water, for meter testing and repair, and for periodic meter replacement;
  - F. Measures to determine and control water loss (for example, periodic visual inspections along distribution lines; annual or monthly audit of the water system to determine illegal connections; abandon services; etc.);
  - G. A program of continuing education and information regarding water conservation;
  - H. A water rate structure which is not “promotional,” i.e., a rate structure which is cost-based and which does not encourage the excessive use of water;
  - I. A reservoir operations plan, if applicable, providing for the coordinated operation of reservoirs owned by the applicant within a common watershed or river basin in order to optimize available water supplies; and
  - J. A means of implementation and enforcement which shall be evidenced by:
    - (i) A copy of the ordinance, resolution, or tariff indicating official adoption of the water conservation plan by the water supplier; and
    - (ii) A description of the authority by which the water supplier will implement and enforce the conservation plan; and
  - K. Documentation of coordination with the region water planning groups for the service are of the public water supplier in order to ensure consistency with the appropriate approved regional water plans.
2. Additional content requirements. Water conservation plans for municipal uses by public drinking water suppliers serving a current population of 5,000 or more and/or a projected population of 5,000 or more within the next ten years subsequent to the effective date of the plan must include the following elements:
- A. A program of leak detection, repair, and water loss accounting for the water transmission, delivery, and distribution system;

City of Hurst, Texas

- B. A requirement in every wholesale water supply contract entered into or renewed after official adoption of the plan (by either ordinance, resolution, or tariff), and including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using the applicable elements in this chapter. If the customer intends to resell the water, the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with the provisions of this chapter.
3. Additional conservation strategies. Any combination of the following strategies shall be selected by the water supplier, in addition to the minimum requirements in paragraphs (1) and (2) of this subsection, if they are necessary to achieve the stated water conservation goals of the plan. The commission may require that any of the following strategies be implemented by the water supplier if the commission determines that the strategy necessary to achieve the goals of the water conservation plan:
- A. Conservation-orientated water rates and water rate structures such as uniform increasing block rate schedules, and/or seasonal rates, but not flat rate or decreasing block rates;
  - B. Adoption of ordinances, plumbing codes, and/or rules requiring water-conserving plumbing fixtures to be installed in new structures and existing structures undergoing substantial modification or addition;
  - C. A program for the replacement or retrofit of water-conserving plumbing fixture in existing structures;
  - D. Reuse and/or recycling of wastewater and/or graywater;
  - E. A program for pressure control and/or reduction in the distribution system and/or for customer connections;
  - F. A program and/or ordinance(s) for landscape and water management;
  - G. A method for monitoring the effectiveness and efficiency of the water conservation plan; and,

- H. Any other water conservation practice, method, or technique which the water supplier shows to be appropriate for achieving the stated goal or goals of the water conservation plan. (b) A water conservation plan prepared in accordance with 31 TAC 363.15 (relating to Required Water Conservation Plan) of the Texas Water Development Board and substantially meeting the requirements of this section and other applicable commission rules may be submitted to meet application requirements in accordance with a memorandum of understanding between the commission and the Texas Water Development Board. (c) A public water supplier for municipal use shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or updated information. The public water supplier for municipal use shall review and update the next revision of its water conservation plan every five years to coincide with the regional water planning group.

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**Source Note:** The provisions of this 288.1 adopted to be effective May 3, 1993, 18 TexReg 2558; amended to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective August 15, 2002, 27 TexReg 7146; amended to be effective October 7, 2004, 29 TexReg 9384; amended to be effective January 10, 2008, 33 TexReg 193; amended to be effective December 6, 2012, 37 TexReg 9515.

**APPENDIX C**

**CITY OF HURST UTILITY PROFILE BASED ON TCEQ FORMAT**



**Texas Commission on Environmental Quality**

**UTILITY PROFILE AND WATER CONSERVATION PLAN  
REQUIREMENTS FOR MUNICIPAL WATER USE  
BY RETAIL PUBLIC WATER SUPPLIERS**

This form is provided to assist retail public water suppliers in water conservation plan development. If you need assistance in completing this form or in developing your plan, please contact the conservation staff of the Resource Protection Team in the Water Availability Division at (512) 239-4691.

Name: CITY OF HURST

Address: 2001 PRECINCT LINE ROAD

Telephone Number: (817) -7887206 Fax: (817) -5037276

Water Right No.(s): PWS # 2200054

Regional Water Planning Group: C

Form Completed by: MARK OVERCASH

Title: DIRECTOR OF UTILITIES

Person responsible for implementing conservation program: MARK OVERCASH Phone: (817) -7887206

Signature:  Date: 2/13/2019

**NOTE: If the plan does not provide information for each requirement, include an explanation of why the requirement is not applicable.**

## UTILITY PROFILE

### I. POPULATION AND CUSTOMER DATA

#### A. Population and Service Area Data

1. Attach a copy of your service-area map and, if applicable, a copy of your Certificate of Convenience and Necessity (CCN).
2. Service area size (in square miles): 10  
(Please attach a copy of service-area map)
3. Current population of service area: 39,051
4. Current population served for:
  - a. Water 39,051
  - b. Wastewater 39,051

5. Population served for previous five years:

<i>Year</i>	<i>Population</i>
2018	39,051
2017	38,410
2016	37,337
2015	38,773
2014	38,488

6. Projected population for service area in the following decades:

<i>Year</i>	<i>Population</i>
2020	38,187
2030	39,637
2040	40,817
2050	41,997
2060	43,177

7. List source or method for the calculation of current and projected population size.  
NCTCOG and REGION C

#### B. Customers Data

Senate Bill 181 requires that uniform consistent methodologies for calculating water use and conservation be developed and available to retail water providers and certain other water use sectors as a guide for preparation of water use reports, water conservation plans, and reports on water conservation efforts. A water system must provide the most detailed level of customer and water use data available to it, however, any new billing system purchased must be capable of reporting data for each of the sectors listed below. [http://www.tceq.texas.gov/assets/public/permitting/watersupply/water rights/sb181\\_guidance.pdf](http://www.tceq.texas.gov/assets/public/permitting/watersupply/water_rights/sb181_guidance.pdf)

1. Current number of active connections. Check whether multi-family service is counted as  Residential or  Commercial?

<i>Treated Water Users</i>	<i>Metered</i>	<i>Non-Metered</i>	<b>Totals</b>
Residential	0	0	0
Single-Family	11,124	0	11,124
Multi-Family	2,663	0	2,663
Commercial	2,598	0	2,598
Industrial/Mining	4	0	4
Institutional	320	0	320
Agriculture	0	0	0
Other/Wholesale	4	0	4

2. List the number of new connections per year for most recent three years.

<i>Year</i>	2018	2017	2016
<i>Treated Water Users</i>			
Residential	0	0	0
Single-Family	4	10	84
Multi-Family	0	0	290
Commercial	304	418	0
Industrial/Mining	0	0	0
Institutional	2	0	75
Agriculture	0	0	0
Other/Wholesale	0	0	0

3. List of annual water use for the five highest volume customers.

	<i>Customer</i>	<i>Use (1,000 gal/year)</i>	<i>Treated or Raw Water</i>
1.	City of Hurst	58,488,000	Treated
2.	Whispering Run Apts	19,407,000	Treated
3.	Tarrant Count College	10,367,000	Treated
4.	Wellesley Apartments	9,040,000	Treated
5.	DCP Brown	5,948,000	Treated

## II. WATER USE DATA FOR SERVICE AREA

### A. Water Accounting Data

1. List the amount of water use for the previous five years (in 1,000 gallons). Indicate whether this is  diverted or  treated water.

<u>Year</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<i>Month</i>					
January	107,558	124,157	116,265	111,342	105,928
February	100,554	107,743	115,478	101,933	109,071
March	121,763	125,389	115,820	150,862	137,496
April	133,784	146,676	135,138	109,251	133,486
May	176,201	194,435	119,991	116,409	168,962
June	244,219	159,396	168,992	156,771	176,686
July	259,172	206,316	205,859	218,650	210,573
August	211,592	177,962	210,212	300,478	239,496
September	158,337	219,455	192,845	226,173	210,060
October	129,121	165,383	187,431	198,059	189,000
November	108,921	139,735	132,412	112,520	128,764
December	109,889	126,803	100,821	106,163	116,981
<b>Totals</b>	<b>1,861,111</b>	<b>1,893,450</b>	<b>1,801,264</b>	<b>1,908,611</b>	<b>1,926,503</b>

Describe how the above figures were determine (e.g, from a master meter located at the point of a diversion from the source, or located at a point where raw water enters the treatment plant, or from water sales).

These figures were derived by water sales.

2. Amount of water (in 1,000 gallons) delivered/sold as recorded by the following account types for the past five years.

<u>Year</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<i>Account Types</i>					
Residential	0	0	0	0	0
Single-Family	1,030,093	1,027,312	1,024,978	1,034,912	1,107,358
Multi-Family	225,275	212,535	232,148	235,771	277,557
Commercial	363,971	297,806	350,820	363,535	339,004
Industrial/Mining	9,095	7,341	5,896	3,897	4,569
Institutional	100,165	134,725	129,043	122,440	137,438
Agriculture	0	0	0	0	0
Other/Wholesale	0	0	0	0	0

3. List the previous records for water loss for the past five years (the difference between water diverted or treated and water delivered or sold).

<i>Year</i>	<i>Amount (gallons)</i>	<i>Percent %</i>
2018	109,246,543	5.87%
2017	190,542,217	10.06%
2016	47,910,226	2.64%
2015	79,758,769	4.28%
2014	38,407,504	1.99%

*B. Projected Water Demands*

If applicable, attach or cite projected water supply demands from the applicable Regional Water Planning Group for the next ten years using information such as population trends, historical water use, and economic growth in the service area over the next ten years and any additional water supply requirements from such growth.

**III. WATER SUPPLY SYSTEM DATA**

*A. Water Supply Sources*

List all current water supply sources and the amounts authorized (in acre feet) with each.

<i>Water Type</i>	<i>Source</i>	<i>Amount Authorized</i>
Surface Water		
Groundwater	TRINITY	200,725,448
Contracts	FORT WORTH	4,428,016,417
Other		

*B. Treatment and Distribution System*

1. Design daily capacity of system (MGD): 28
2. Storage capacity (MGD):
  - a. Elevated 2.75
  - b. Ground 9.4
3. If surface water, do you recycle filter backwash to the head of the plant?
 

Yes       No      If yes, approximate amount (MGD):

**IV. WASTEWATER SYSTEM DATA**

*A. Wastewater System Data (if applicable)*

1. Design capacity of wastewater treatment plant(s) (MGD):
  
2. Treated effluent is used for  on-site irrigation,  off-site irrigation, for  plant wash-down, and/or for  chlorination/dechlorination.  
  
If yes, approximate amount (in gallons per month):
  
3. Briefly describe the wastewater system(s) of the area serviced by the water utility. Describe how treated wastewater is disposed. Where applicable, identify treatment plant(s) with the TCEQ name and number, the operator, owner, and the receiving stream if wastewater is discharged.

*B. Wastewater Data for Service Area (if applicable)*

1. Percent of water service area served by wastewater system: \_\_\_\_\_ %
  
2. Monthly volume treated for previous five years (in 1,000 gallons):

<i>Year</i>	_____	_____	_____	_____	_____
<i>Month</i>	_____	_____	_____	_____	_____
January	_____	_____	_____	_____	_____
February	_____	_____	_____	_____	_____
March	_____	_____	_____	_____	_____
April	_____	_____	_____	_____	_____
May	_____	_____	_____	_____	_____
June	_____	_____	_____	_____	_____
July	_____	_____	_____	_____	_____
August	_____	_____	_____	_____	_____
September	_____	_____	_____	_____	_____
October	_____	_____	_____	_____	_____
November	_____	_____	_____	_____	_____
December	_____	_____	_____	_____	_____
<b>Totals</b>	_____	_____	_____	_____	_____

## V. ADDITIONAL REQUIRED INFORMATION

*In addition to the utility profile, please attach the following as required by Title 30, Texas Administrative Code, §288.2. Note: If the water conservation plan does not provide information for each requirement, an explanation must be included as to why the requirement is not applicable.*

### A. *Specific, Quantified 5 & 10-Year Targets*

The water conservation plan must include specific, quantified five-year and ten-year targets for water savings to include goals for water loss programs and goals for municipal use in gallons per capita per day. Note that the goals established by a public water supplier under this subparagraph are not enforceable

### B. *Metering Devices*

The water conservation plan must include a statement about the water suppliers metering device(s), within an accuracy of plus or minus 5.0% in order to measure and account for the amount of water diverted from the source of supply.

### C. *Universal Metering*

The water conservation plan must include and a program for universal metering of both customer and public uses of water, for meter testing and repair, and for periodic meter replacement.

### D. *Unaccounted- For Water Use*

The water conservation plan must include measures to determine and control unaccounted-for uses of water (for example, periodic visual inspections along distribution lines; annual or monthly audit of the water system to determine illegal connections; abandoned services; etc.).

### E. *Continuing Public Education & Information*

The water conservation plan must include a description of the program of continuing public education and information regarding water conservation by the water supplier.

### F. *Non-Promotional Water Rate Structure*

The water supplier must have a water rate structure which is not "promotional," i.e., a rate structure which is cost-based and which does not encourage the excessive use of water. This rate structure must be listed in the water conservation plan.

### G. *Reservoir Systems Operations Plan*

The water conservation plan must include a reservoir systems operations plan, if applicable, providing for the coordinated operation of reservoirs owned by the applicant within a common watershed or river basin. The reservoir systems operations plan shall include optimization of water supplies as one of the significant goals of the plan.

### H. *Enforcement Procedure and Plan Adoption*

The water conservation plan must include a means for implementation and enforcement, which shall be evidenced by a copy of the ordinance, rule, resolution, or tariff, indicating official adoption of the water conservation plan by the water supplier; and a description of the authority by which the water supplier will implement and enforce the conservation plan.

*I. Coordination with the Regional Water Planning Group(s)*

The water conservation plan must include documentation of coordination with the regional water planning groups for the service area of the wholesale water supplier in order to ensure consistency with the appropriate approved regional water plans.

*J. Plan Review and Update*

A public water supplier for municipal use shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or updated information. The public water supplier for municipal use shall review and update the next revision of its water conservation plan not later than May 1, 2009, and every five years after that date to coincide with the regional water planning group. The revised plan must also include an implementation report.

**VI. ADDITIONAL REQUIREMENTS FOR LARGE SUPPLIERS**

*Required of suppliers serving population of 5,000 or more or a projected population of 5,000 or more within ten years*

*A. Leak Detection and Repair*

The plan must include a description of the program of leak detection, repair, and water loss accounting for the water transmission, delivery, and distribution system in order to control unaccounted for uses of water.

*B. Contract Requirements*

A requirement in every wholesale water supply contract entered into or renewed after official adoption of the plan (by either ordinance, resolution, or tariff), and including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using the applicable elements in this chapter. If the customer intends to resell the water, the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with the provisions of this chapter.

**VII. ADDITIONAL CONSERVATION STRATEGIES**

*A. Conservation Strategies*

Any combination of the following strategies shall be selected by the water supplier, in addition to the minimum requirements of this chapter, if they are necessary in order to achieve the stated water conservation goals of the plan. The commission may require by commission order that any of the following strategies be implemented by the water supplier if the commission determines that the strategies are necessary in order for the conservation plan to be achieved:

1. Conservation-oriented water rates and water rate structures such as uniform or increasing block rate schedules, and/or seasonal rates, but not flat rate or decreasing block rates;

2. Adoption of ordinances, plumbing codes, and/or rules requiring water conserving plumbing fixtures to be installed in new structures and existing structures undergoing substantial modification or addition;
3. A program for the replacement or retrofit of water-conserving plumbing fixtures in existing structures;
4. A program for reuse and/or recycling of wastewater and/or graywater;
5. A program for pressure control and/or reduction in the distribution system and/or for customer connections;
6. A program and/or ordinance(s) for landscape water management;
7. A method for monitoring the effectiveness and efficiency of the water conservation plan; and
8. Any other water conservation practice, method, or technique which the water supplier shows to be appropriate for achieving the stated goal or goals of the water conservation plan.

### ***Best Management Practices***

*The Texas Water Developmental Board's (TWDB) Report 362 is the Water Conservation Best Management Practices (BMP) guide. The BMP Guide is a voluntary list of management practices that water users may implement in addition to the required components of Title 30, Texas Administrative Code, Chapter 288. The Best Management Practices Guide broken out by sector, including Agriculture, Commercial, and Institutional, Industrial, Municipal and Wholesale along with any new or revised BMP's can be found at the following link on the Texas Water Developments Board's website: <http://www.twdb.state.tx.us/conservation/bmps/index.asp>*

Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact 512-239-3282.

**APPENDIX D**  
**LETTERS TO REGION C WATER PLANNING GROUP**



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**Public Works Department**

April 12, 2019

Melisa Fuller  
Region C Water Planning Group  
North Texas Municipal Water District  
P.O. Box 2408  
Wylie, Texas 75098

Dear Ms. Fuller,

Enclosed is a copy of the City of Hurst's amended Drought Contingency /Emergency Water Management Plan and the Water Conservation Plan. The Drought Contingency Plan and the Water Conservation Plan were both approved by our Council on April 9, 2019.

These plans are submitted to the Region C Planning Group in accordance with guidelines and requirements in Chapter 288 of Title 30, Texas Administrative Code for Water Conservation Plans and Drought Contingency Plans.

If you have any questions about these documents, please contact me at 817-788-7206 or [movercash@hursttx.gov](mailto:movercash@hursttx.gov)

Sincerely,

---

Mark Overcash  
Director of Utilities

Cc: Greg Dickens P.E., Executive Director of Public Works  
File



---

**Public Works Department**

April 12, 2019

Melisa Fuller  
Region C Water Planning Group  
North Texas Municipal Water District  
P.O. Box 2408  
Wylie, Texas 75098

Re: Customer Water Conservation Report, APPENDIX "F"  
City of Hurst, PWS: TX2200054

Dear Ms. Fuller,

Enclosed is a copy of the City of Hurst's customer water conservation report Appendix "F".

If you have any questions about these documents, please contact me at 817-788-7206 or [movercash@hursttx.gov](mailto:movercash@hursttx.gov)

Sincerely,

---

Mark Overcash  
Director of Utilities

Cc: Greg Dickens P.E., Executive Director of Public Works  
File

**APPENDIX E**  
**ADOPTION OF WATER CONSERVATION PLAN**

**APPENDIX F**  
**TARRANT REGIONAL WATER DISTRICT (TRWD)**  
**WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN**



---

**Public Works Department**

April 12, 2019

Mr. Mark Olson  
Conservation & Creative Manager  
Tarrant Regional Water District  
800 E. Northside Drive  
Fort Worth, Texas 76102-1097

Dear Mr. Olson,

Enclosed is a copy of the City of Hurst's amended Drought Contingency /Emergency Water Management Plan. The Drought Contingency Plan and the Water Conservation Plan were approved by our Council on April 9, 2019.

These plans are submitted to the District in accordance with guidelines and requirements in Chapter 288 of Title 30, Texas Administrative Code for Water Conservation Plans and Drought Contingency Plans.

If you have any questions about these documents, please contact me at 817-788-7206 or [movercash@hursttx.gov](mailto:movercash@hursttx.gov)

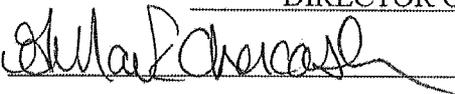
Sincerely,

---

Mark Overcash  
Director of Utilities

Cc: Greg Dickens P.E., Executive Director of Public Works  
File

**APPENDIX F  
Customer Water Conservation Report  
Due May 1 of Every Year**

Name of Entity: CITY OF HURST  
Address & Zip: 2001 PRECINCT LINE ROAD, HURST 76054  
Telephone Number: 817-788-7206 Fax: 817-503-7276  
Form Completed By: MARK OVERCASH  
Title: DIRECTOR OF UTILITIES  
Signature:  Date: 02/14/2019  
Name and Phone Number of Person/Department responsible for implementing a water conservation program: MARK OVERCASH/817.788.7206

**UTILITY PROFILE**

**I. POPULATION CUSTOMER DATA**

**A. Population and Service Area Data**

1. Attach a copy of your service area map.
2. Service area size (square miles): 10
3. Current population of service area: 39,051
4. Current population served by utility:
  - a: water 39,051
  - b: wastewater 39,051

5. Population served by water utility service area for the previous five years:

Year	Population
2018	39,051
2017	38,410
2016	37,337
2015	38,773
2014	38,488

6. Projected population for in the following decades:

Year	Population
2020	38,067
2030	39,637
2040	39,638
2050	39,639
2060	39,640

7. List specific source(s)/method(s) for the calculation of current and projected population:

<b>NCTCOG and Region C</b>
----------------------------

**B. Active Connections**

1. Current number of active connections by user type. If not a separate classification, check whether multi-family service is counted as Residential   X   or Commercial       .

<b>Water User Type*</b>	<b>Metered</b>	<b>Un-metered</b>	<b>Total</b>
Residential Single Family	11,124	0	11,124
Residential Multi-family	2,663	0	2,663
Commercial/Institutional	2,918	0	2,918
Industrial	4	0	4
Other	0	0	0

2. List the net number of new connections per year for most recent three years:

<b>Water User Type*</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Residential Single Family	4	10	84
Residential Multi-family	0	0	290
Commercial/Institutional	306	418	75
Industrial	0	0	0
Other	0	0	0

**C. High Volume Customers**

List annual water use for the five highest volume customers (indicate if treated or raw water delivery). Provide date of most recent water use audit – if never audited, please indicate so.

	Customer	Annual Water Use (in gallons)	Treated / Raw Water	Date of Last Water Use Audit
(1)	CITY OF HURST	58,488,000	Treated	Not Audited
(2)	WHISPERING RUN APTS	19,407,000	Treated	Not Audited
(3)	TARRANT COUNTY COLLEGE	10,367,000	Treated	Not Audited
(4)	WELLESLEY PARK APTS	9,040,000	Treated	Not Audited
(5)	DCP BROWN	5,948,000	Treated	Not Audited

**II. WATER USE DATA FOR SERVICE AREA**

**A. Water Accounting Data**

1. Amount of water use for previous five years (in 1,000 gal.):

Please indicate:      Raw Water \_\_\_\_\_  
    Treated Water      9,390,942

Total Diverted and Treated Water Deliveries and Sales by Month					
Month	Year				
	2018	2017	2016	2015	2014
January	107,558	124,157	116,265	111,342	105,929
February	100,554	107,743	115,478	101,933	109,072
March	121,763	125,389	115,820	150,862	137,497
April	133,784	146,676	135,138	109,251	133,486
May	176,201	194,435	119,991	116,409	168,962
June	244,219	159,396	168,992	156,771	176,686
July	259,172	206,316	205,859	218,650	210,573
August	211,592	177,962	210,212	300,478	239,496
September	158,337	219,455	192,845	226,173	210,060
October	129,121	165,383	187,431	198,059	189,000
November	108,921	139,735	132,412	112,520	128,764
December	109,889	126,803	100,821	106,163	116,981
<b>Total</b>	<b>1,861,111</b>	<b>1,893,450</b>	<b>1,801,264</b>	<b>1,908,611</b>	<b>1,926,506</b>

Indicate how the above figures were determined (e.g., from a master meter located at the point of a diversion from the source or located at a point where raw water enters the treatment plant).

**Two Master Meters for purchase from the City of Fort Worth and water sales from our metered system.**

2. Amount of water delivered (sold) as recorded by the following account types for the past five years.

Year	Account Type						Total Sold
	Residential Single Family	Residential Multi-Family	Commercial/Institutional	Industrial	Other	Wholesale	
2018	1,030,093,000	225,275,000	464,136,000	9,095,000	0	0	1,728,599,000
2017	1,027,312,000	232,535,000	432,531,000	7,341,000	0	0	1,699,719,000
2016	1,024,978,000	232,148,000	479,863,000	5,896,000	0	0	1,742,885,000
2015	1,034,912,000	235,771,000	485,975,000	3,987,000	0	0	1,760,645,000
2014	1,107,358,000	277,557,000	476,442,700	4,569,000	0	0	1,865,926,700

Residential Single Family: Single family + duplexes

Residential Multi-Family: Apartment complexes

Commercial/Institutional: Retail, offices, hospitals, schools, etc.

Industrial: Manufacturing + heavy industry

Wholesale: Water sold to another utility for resale to public

Other: Uses not included in above categories.

Please note:

3. GPCD and seasonal water use for previous five years.

Year	Population	Total Water Use	Total gallons per capita per day (GPCD)*	Residential GPCD**	Seasonal Water Use***	
					Winter per capita per day	Summer per capita per day
2018	39,051	1,861,109,360	130.57	88.07	90.48	203.43
2017	38,410	1,893,449,410	135.09	89.86	103.76	157.27
2016	37,773	1,742,885,000	126.55	91.28	97.93	172.28
2015	38,733	1,760,645,000	124.54	89.88	91.64	193.89
2014	38,488	1,865,926,700	132.82	98.58	95.84	180.94
Five Year Average	38,491	1,824,803,104	129.91	91.53	95.93	181.56

*TRWD Water Conservation and Drought Contingency Plan*

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- \* Total use in gallons per capita per day is calculated by dividing water diverted or pumped for treatment by population served and then dividing by 365. Does not include water provided to wholesale customers.
- \*\* Residential GPCD is calculated by dividing total single family plus multi-family residential water sales by population served and then dividing by 365.
- \*\*\* Seasonal water use is the difference between winter daily per capita use and summer daily per capita use. To calculate winter daily per capita use, add monthly diversions for December, January, and February, and divide by 90. Then divide this figure by population. To calculate summer daily per capita use, use the months of June, July, and August.

4. Water loss data for previous five years. (the difference between water diverted (or treated) and water delivered (or sold). The goal for percent of unaccounted for water is 12%.

Year	Water Loss expressed in gallons	Water Loss expressed in GPCD	Water Loss expressed as a percentage
2018	109,246,543	7.66	5.87% Loss
2017	190,542,217	13.59	10.06% Loss
2016	47,910,226	3.47	2.75% Loss
2015	79,758,769	5.64	4.53% Loss
2014	62,513,000	4.66	3.35% Loss
Five Year Average	97,994,151	6.96	5.31% Loss

5. Peak Day Use (in gallons) to Average Daily Use (in gallons) Ratio for the previous five years. Peak-day to average-day ratio is calculated by dividing the maximum daily pumpage by the average daily pumpage. Average daily pumpage is the total pumpage volume for the year divided by 365.

Year	Average Daily Use	Peak Day	Use Ratio
2018	5,098,930	8,507,000	1.67
2017	5,187,533	7,764,000	1.50
2016	4,934,969	8,236,000	1.67
2015	5,105,777	10,645,000	2.08
2014	5,283,396	8,905,000	1.69
Five Year Average	5,122,121	8,811,400	1.72

6. List previous five years records for water reuse. Reuse is the authorized use for one or more beneficial purposes of use of water that remains unconsumed after the water is used for the original purpose of use and before that water is either disposed of or discharged or otherwise allowed to flow into a watercourse, lake or other body of state-owned water.

Year	Reuse Amount in gallons	Reuse expressed as a percentage of total water diverted or treated
2018	0	0%
2017	0	0%
2016	0	0%
2015	0	0%
2014	0	0%

**B. Projected Water Demands**

Estimate water supply requirements for the next ten years using population trends, historical water use, and economic growth, etc.

Year	Population	Water Demand (in gallons)
2020	38,187	1,895,602,680
2021	38,305	1,887,478,875
2022	38,423	1,879,268,930
2023	38,541	1,870,972,845
2024	38,659	1,862,590,620
2025	38,777	1,854,122,255
2026	38,895	1,845,567,750
2027	39,013	1,836,927,105
2028	39,131	1,828,200,320
2029	39,249	1,819,387,395

Indicate sources of data and how projected water demands were determined.

NCTCOG 2030 Demographic Forecast of Projected Population divided by 10 to estimate the annual growth for the in between years. GPCD is based on the City of Hurst current 5 yr averages of 130 from 2014-2018 adjusting use by 5.89% to compensate for drought or dry years to 137 and reducing by 1 each consecutive year. Population x 365 days per year x GPCD beginning with 136 in 2020 and completing with 127 in 2029 = Estimated Gallons.



City Council Staff Report

SUBJECT: Consider approval of Ordinance 2410 amending Section 26-36.-Drought Contingency Plan of the Code of Ordinances

Supporting Documents:

Ordinance 2410

Meeting Date: 3/26/2019

Department: Public Works

Reviewed by: Greg Dickens

City Manager Review:

Background/Analysis:

In August 1999, the City adopted a Drought Contingency/Emergency Water Management Plan as required by the state. The Texas Commission on Environmental Quality (TCEQ) then adopted rules requiring wholesale and retail water suppliers and irrigation districts to develop drought contingency/emergency water management plans that would be implemented during periods of water shortages or supply systems emergencies. This plan is to be updated every five years per state requirements. The current five-year update is due May 1, 2019 to the TCEQ offices.

The attached Drought Contingency/Emergency Water Management Plan is a composite of the City of Fort Worth's plan along with several conditions that are unique to the City of Hurst water system. As a wholesale customer of the City of Fort Worth, Hurst is required by contract to follow their plan.

Funding Sources and Community Sustainability:

Sufficient funding is available in the Public Works budget to fund any requirement of this plan.

Conserving potable water is directly representative of the Council's goal of Financial Sustainability and Public Safety.

Recommendation:

Staff recommends City Council approve Ordinance 2410 amending Section 26-36.-Drought Contingency Plan of the Code of Ordinances.

## ORDINANCE 2410

AN ORDINANCE AMENDING THE CITY OF HURST CODE OF ORDINANCES, CHAPTER 26 –UTILITIES, ARTICLE II. - WATER AND SANITARY SEWERS, DIVISION 2. – WATER GENERALLY, BY DELETING SECTION 26-36.-DROUGHT CONTINGENCY PLAN ADOPTED, IN ITS ENTIRETY AND ADOPTING A NEW SECTION 26-36. – DROUGHT CONTINGENCY PLAN ADOPTED; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council finds that drought contingency planning and the protection of water supplies are in the best interest of its citizens; and

WHEREAS, the City is required every 5<sup>th</sup> year to update and amend the drought contingency and emergency water management plan by the Texas Commission on Environmental Quality (TCEQ) and the Texas Water Development Board. This update is due to be submitted by May 1, 2019, in accordance with Title 30 of the Texas Administration Code, Chapter 288; and

WHEREAS, the City of Hurst, by contract, must adopt no less than the same restrictions and requirements of the City of Fort Worth when it comes to the Drought Contingency and Emergency Water Management Plan; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such Ordinances necessary to preserve and conserve its water resources; and

WHEREAS, the City has determined an urgent need, in the best interest of the public, to adopt a new Drought Contingency and Emergency Water Management Plan.

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

Section 1. THAT the statements contained in the preamble to this Ordinance are hereby adopted as findings of fact and as a part of the operative provisions hereof.

Section 2. THAT the City of Hurst Code of Ordinances Chapter 26 is hereby amended by deleting Section 26-36 and adding a new Section 26-36 to read as follows:

"Sec. 26-36. Drought Contingency Plan

The City of Hurst hereby adopts the Drought Contingency and Emergency Water Management Plan attached as Exhibit "A".

Section 3. THAT all ordinances or any parts thereof in conflict with the terms of this ordinance shall be and hereby are deemed repealed and of no force or effect.

Section 4. THAT if any section, subsection, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5. THAT this ordinance will take effect immediately from and after its passage.

AND IT IS SO ORDERED.

Passed on the first reading on the \_\_\_\_\_day of \_\_\_\_\_2019, by a vote of \_\_\_\_ to \_\_\_\_

Passed on the second reading on the \_\_\_\_\_day of \_\_\_\_\_2019, by a vote of \_\_\_\_ to \_\_\_\_

ATTEST:

CITY OF HURST

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

\_\_\_\_\_  
Henry Wilson, Mayor

Approved as to form and legality:

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



City of Hurst  
1505 Precinct Line Road  
Hurst, Texas 76054  
PWS # 2200054  
[www.hursttx.gov](http://www.hursttx.gov)

# *Drought Contingency & Emergency Water Management Plan*

*for Retail Water Customers*

*April 9, 2019*



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**CITY OF HURST  
DROUGHT CONTINGENCY / EMERGENCY WATER MANAGEMENT PLAN**

**1. INTRODUCTION AND OBJECTIVES**

The purpose of this Drought Contingency Plan (subsequently referred to as the Plan) is as follows:

- ) To conserve the available water supply in times of drought and emergency.
- ) To maintain supplies for domestic water use, sanitation, and fire protection.
- ) To protect and preserve public health, welfare and safety.
- ) To minimize the adverse impacts of water shortages.
- ) To minimize the adverse impacts of emergency water supply conditions.

**2. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)  
RULES**

TCEQ Rule Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.1 (6) defines a drought contingency plan as “a strategy or combination strategies for temporary supply and demand management responses to temporary and potentially recurring water supply shortages and other water supply emergencies.”

TCEQ rules governing development of and minimum requirements for drought contingency plans for municipal water suppliers and wholesale water suppliers are contained in Texas Administrative Code Title 30, Part 1, Chapter 288, Subchapter B, Rule 288.20 and Rule 288.22, respectively.

**3. WATER SYSTEM PROFILE**

The City of Hurst purchases water from the City of Fort Worth and supplements that supply with six Water Wells tapped into the Trinity Aquifer.

The City is separated into two pressure planes (North and South). The dividing line is Airport Freeway. SH 183 & 121.

**The South Pressure Plane** is supplied by purchase water from the City of Fort Worth through meter Vault # 2 located at 405 W. Hurst Blvd. along with five water wells. All supplies are stabilized by one (1.0 mg) elevated water tank, (Valentine) The total design



capacity in the South Plane is seven million gallons per day (mg/d) and the reliable delivery capacity is six mg/d.

**The North Pressure Plane** is supplied by water purchased from the City of Fort Worth through meter Vault # 1 located at 951 W. Hurst Blvd. along with one water well. Both supply's flow into Pump Station # 5 located at 2400 Norwood and pumped into two elevated water tanks, Tarrant County College, (TCC) and North Precinct, (NP). Total design capacity in the North Plane is eight million gallons per day (mg/d) and the reliable delivery capacity is 7.5 mg/d.

System capacity with regards to the defined triggers in all three stages is the total reliable delivery capacity found in Appendix A. Therefore, the system capacity baseline for all triggers is the reliable capacity of 13.5 mg/d.

In accordance with Section 2.3 of the wholesale water contract, wholesale customers like the City of Hurst are required to institute and apply the same rationing, conservation measures or restrictions to the use of water by their customers as long as any part of their total water supply is being furnished by the City of Fort Worth.

The water supply triggers defined in all three stages is in accordance with the City of Fort Worth Drought Contingency/Emergency Water Management Plan.

#### **4. DROUGHT CONTINGENCY / EMERGENCY WATER MANAGEMENT PLAN**

##### **4.1 Public Education/Involvement**

The City of Hurst will inform and educate the public about the Drought Contingency/Emergency Water Management Plan and provide opportunity for the public to provide input into the preparation of the Plan by the following means:

- ) Preparing fact sheets describing the plan and making these available online and at various city sites, and at various public events,
- ) Posting a copy of the Plan on the City's Web site,
- ) Scheduling and providing public notice of public meeting to accept input on the Plan.
- ) Posting drought condition signs on poles at heavily traveled intersections throughout the city,
- ) Notifying local organizations, schools, and civic groups that staff is available to present information about the plan, and
- ) Delivering educational information via door hangers to citizens, as needed.



At any time that the Drought Contingency/Emergency Management Plan is activated or the stage changes, staff will notify the local media of the issues, the current response stage, and the specific actions required of the public. The information will also be publicized on the city's Web site. Bill inserts will be used as needed.

#### **4.2 Initiation & Termination of Drought & Emergency Response Stages**

The provisions of this plan shall apply to all persons, customers, and property utilizing potable water provided by the City of Hurst. The term "person" and "customer" as used in the plan include individuals, corporations, partnerships, associations, and all other legal entities. The plan does not apply to persons or organizations using treated wastewater effluent or private wells.

The plan may be applied to the entire city or geographic portions of the city as necessary. If the plan is applied only to a limited sector, the boundaries will be defined in terms of roadways, creeks and other easily distinguishable features, such as city limits.

##### **A.) Initiation of a Drought / Emergency Water Management Stage**

The City Manager, or his/her designee, may order the implementation of a drought response or water emergency stage when one or more of the trigger conditions for that stage is met. The following actions will occur when a drought stage is initiated.

- ) The public will be notified through local media and the City of Hurst web site, as described in section 4.1.
- ) The City of Hurst Water Utilities will notify the Executive Director of the TCEQ within 5 business days when mandatory provisions of the plan are activated.

##### **Stages imposed by the City of Fort Worth must be initiated by the City of Hurst.**

For other trigger conditions initiated by the City of Hurst, the City manager or his/her official designee may decide not to order the implementation of the drought response or water emergency stage even though one or more of the trigger criteria for the stage are met. Factors which could influence such a decision include, but not limited to, the time of year, weather conditions, the anticipation of replenished water supplies, or the anticipation that additional facilities will become available to meet needs. The reason for this decision should be documented.

##### **B.) Termination of a Drought Stage**

The City manager or his/her official designee may order the termination of a drought response or water emergency stage when the conditions for termination are met or at their discretion. The following actions will be taken when a drought stage is terminated:



- J The public will be notified through local media and the City of Hurst Web site as described in Section 4.1.
- J If any mandatory provisions of the drought contingency/emergency water management plan that have been activated are terminated, water utilities staff will notify the Executive Director of the TCEQ within 5 business days.

The City Manager or his/her official designee may decide not to order the termination of a drought response stage or water emergency even though the conditions for termination of the stage are met. The City Manager or his/her designee may choose to implement a phased out approach when exiting various stages to protect the integrity of the system. Factors which could influence such a decision include, but are not limited to, the time of year, weather conditions, or the anticipation of potential changes in conditions that warrant the continuation of the drought stage. The reason for the decision should be documented.

### **4.3 Drought and Emergency Response Stages**

#### **Stage 1 - Water Watch**

##### **Triggering Conditions for Stage 1**

- © When, pursuant to requirements specified in the City of Hurst wholesale water purchase contract with the City of Fort Worth, notification is received requesting initiation of Stage 1 of the Drought Plan.
- © Water demands reach or exceed 90% of reliable delivery capacity for three consecutive days. The delivery capacity could be citywide or in a specified portion of the system.
- © Hurst's water distribution system becomes contaminated.
- © Hurst's water demand for all or part of the delivery system approaches delivery capacity because delivery capacity is inadequate.
- © Hurst's water supply system is unable to deliver water due to the failure or damage of major water system components, or due to other criteria, such as power outages or restrictions.

##### **Terminating Conditions for Stage 1**

Stage 1 may be terminated when the City of Fort Worth terminates its Stage 1 condition or when the circumstances that caused the initiation of Stage 1 no longer exist and/or the total combined raw water supply in the TRWD western and eastern division reservoirs exceeds 85% (15% depleted) of conservation storage capacity and remains above 85% for 90 consecutive days, whichever occurs first.



**Goal for Use Reduction for Stage 1**

The goal for water use reduction under Stage 1, Water Watch, is five percent (5%). If circumstances warrant or if required by the City of Fort Worth, the City Manager or his/her official designee can set a goal for greater water use reduction.

**Actions Available for Stage 1**

The City Manager or his/her official designee may order the implementation of any of the actions listed below, as deemed necessary. Measures imposing mandatory requirements on customers require notification to the TCEQ. The City Manager or his/her official designee must notify the TCEQ within five business days if any mandatory measures are implemented.

**All Water Users**

Initiate mandatory restrictions to prohibit non-essential water use as follows

- J Discourage hosing of paved areas, such as sidewalks, driveways, parking lots, tennis courts, patios, or other impervious surfaces, except to alleviate an immediate health or safety hazard. This may include premises with raw or processed food, pharmaceutical or vaccine processing, storage or vending establishments including restaurants and grocery stores may be washed to the extent necessary for sanitary purposes. These areas may also include:
  - o Trash and dumpster areas
  - o Areas around fuel pumps
  - o Store front cleaning of areas with accumulated bird droppings, feathers and debris
  - o Localized spot cleaning of parking areas to remove oil, grease buildup that may pose a health and safety issue.
  
- J Discourage hosing of buildings or other structures for purposes other than fire protection or surface preparation prior to painting.
  
- J Prohibit using water in such a manner as to allow runoff or other waste, including:
  - o Failure to repair a controllable leak, including a broken sprinkler head, a leaking valve, leaking or broken pipes, or a leaking faucet;
  - o Operating a permanently installed irrigation system with: (a) a broken head; (b) a head that is out of adjustment and the arc of the spray head is over a street or parking lot; or (c) a head that is misting because of high water pressure; or



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- during irrigation, allowing water to (a) to run off a property and form a stream of water in a street for a distance of 50 feet or greater; or (b) to pond in the street or parking lot to a depth greater than one-quarter of an inch.
  - Allowing or causing an irrigation system or other lawn watering device to operate during any form of precipitation or when temperatures are below 32 degrees Fahrenheit.
- ) Prohibit outdoor watering with sprinklers or irrigation systems between 10 a.m. and 6 p.m.
- ) Limit landscape watering with sprinklers or irrigation systems at each service address to twice per week schedule as outlined below. This includes landscape watering of parks, golf courses, and sport fields. Wholesale customers may use a different watering schedule than the one below as long as it limits each service address to a twice per week schedule. However, use of the same schedule would simplify the message conveyed to customers through the news media.
- ) Maximum twice per week watering for hose-end sprinklers and automatic irrigation systems based on odd/even addresses and days of week schedules.

Stage 1, Water Watch, Outdoor Watering Schedule		
Monday	No Outdoor Watering	Water System Recovery Day
Tuesday and Friday	Non-Residential Sites	Apartments, Parks, Medians, Businesses, Industries etc.
Wednesday and Saturday	Residential Addresses Ending in Even Numbers	0,2,4,6,8
Thursday and Sunday	Residential Addresses Ending in Odd Numbers	1,3,5,7,9

Exceptions:

- ) Lawn and landscaping may be watered on any day by handheld hose, drip irrigation, a soaker hose or tree bubbler.
- ) Water use necessary for the repair of an irrigation system, plumbing line, foundation, etc. in the presence of the person making the repair.
- ) Outdoor watering at service addresses with large multi-station irrigation system may take place in accordance with a variance granted by the Executive Director of Public Works, if the Director determines that a property cannot be completely



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- irrigated with an average of three-quarters of an inch of water in a single day, and that the property should be divided into sections to be irrigated on different days. If approved, no station will be watered more than twice per week.
- J Establishing new turf is discouraged. If hydro-mulch, grass sod, or grass seed is installed for the purpose of establishing a new lawn, daily watering is allowed for the first 30 days as long as it is performed before 10 a.m. and after 6 p.m. while it is being established. After that, all watering restrictions set forth in this stage apply. (This does not include over seeding with rye since turf already exists.)
  - J Non-grass areas of sports fields may be watered as needed for dust control.
  - J Watering of athletic fields (fields only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events.
  - J Public areas with frequent use may be allowed additional watering, with a variance granted by the Executive Director of Public Works, if it is deemed to be beneficial to serve and protect the community. Examples may include but are not limited to: outdoor amphitheaters, demonstration gardens, public art exhibitions, outdoor learning areas, arboretums, etc.
  - J All users are encouraged to reduce the frequency of draining and refilling swimming pools.
  - J All users are encouraged to use native and adapted drought tolerant plants in landscaping.
  - J Washing of any motor vehicle, motorbike, boat, trailer, airplane, or other vehicle shall be limited to the use of a hand-held bucket or a hand-held hose equipped with a positive-pressure shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the premises of a commercial car wash or commercial service station. Companies with an automated on-site vehicle washing facility may wash it's vehicles at any time. Further, such washing may be exempt from these requirements if the health and safety, and welfare of the public are contingent upon frequent vehicle cleaning, such as garbage trucks and vehicles used to transport food and perishables.
  - J Discourage the filling, draining, or refilling of swimming pools, wading pools, hot tubs and Jacuzzi type pools except to maintain adequate water levels for structural integrity, proper operation and maintenance, and/or to alleviate an issue that poses a public safety risk.



**City and Local Governments**

In addition to the actions listed above:

- ) Review conditions and problems that caused Stage 1, then take corrective action,
- ) Increase public education efforts to reduce water use,
- ) Increase enforcement efforts to notify violators,
- ) Intensify leak detection and repair efforts,
- ) Audit all city and local government irrigation systems to ensure proper condition, settings, and operation,
- ) Identify and encourage voluntary reduction measures by high volume water users through water use audits.
- ) Reduce non-essential water use. As used herein, non-essential water uses are those that do not have any health or safety impact and are not needed to meet the core function of the agency.
- ) City of Fort Worth Water Director or his/her designee will notify the City of Hurst of their restrictive actions being taken and require Hurst to implement the same stage and measures. Such action is in accordance with section 2.3 of the uniform wholesale contract. Per the contract, wholesale customers are required to institute and apply the same rationing, conservation measures or restrictions as long as any part of their total water supply is being furnished by Fort Worth.

**Commercial or Industrial**

- ) All actions listed above for all water users apply to commercial and industrial users,
- ) Stock at commercial plant nurseries is exempt from Stage 1 watering restrictions, but water conservation is encouraged,
- ) Hotels are encouraged to implement laundry conservation measures by encouraging patrons to reuse linens and towels,
- ) Car wash facilities must keep equipment in good working order, which should include regular inspections to be sure there are no leaks, broken or misdirected nozzles, and that all equipment is operating efficiently, and
- ) All commercial and industrial customers are encouraged to audit irrigation systems.

**Stage 2 – Water Warning**

**Triggering Conditions for Stage 2**

- ) When, pursuant to requirements specified in the City of Hurst wholesale water purchase contract with the City of Fort Worth, notification is received requesting initiation of Stage 2 of the Drought Contingency Plan.
- ) Water demand reaches or exceeds 95% of reliable delivery capacity for three consecutive days. The delivery capacity could be city wide or in a specified portion of the system.



- ) Contamination of the water supply source(s) or water supply system.
- ) Demand for all or part of the delivery system equals or exceeds delivery capacity because delivery capacity is inadequate.
- ) Water supply system is unable to deliver water due to the failure or damage of major water system components.

### **Terminating Conditions for Stage 2**

Stage 2 may be terminated when the City of Fort Worth terminates its Stage 2 condition or when the circumstances that caused the initiation of Stage 2 no longer prevail.

### **Goal for Use Reduction for Stage 2**

The goal for water use reduction under Stage 2, Water Warning is to decrease use by ten percent (10%). If circumstances warrant or if required by the City of Fort Worth, the City Manager or his/her official designee can set a goal for greater water use reduction.

### **Actions Available for Stage 2**

The City Manager or his/her official designee may order the implementation of any of the actions listed below, as deemed necessary. The City Manager or his/her official designee must implement any action(s) required by the City of Fort Worth, in accordance with Section 2.3 of the uniform wholesale water contract.

- ) Continue or initiate any actions under Stage 1.

### **All Water Users**

- ) Limit landscape watering with sprinklers or irrigation systems to a once per week schedule at each service address as determined by the Executive Director of Public Works. This includes landscape watering at parks, golf courses and sports fields. Use of the same schedule used by the City of Fort Worth, simplify the messages passed to customers through the news media.

#### **Exceptions:**

- ) Lawn and landscaping may be watered on any day, at any time, by handheld hose, drip irrigation, a soaker hose or tree bubbler (The intent of this measure is to allow for the protection of structural foundations, trees, and other high value landscape materials).
- ) Outdoor watering at service addresses with large multi-station irrigation systems may take place in accordance with a variance granted by the Executive Director of Public Works, if the Director determines that a property cannot be completely irrigated with an average of three-quarters of an inch of water in a single day, and that the property



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should be divided into sections to be irrigated on different days. **If approved, no station will be watered than once per week.**

- J Watering of athletic fields (fields only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Conservation is encouraged.
- J All users are encouraged to wait until the current drought or emergency situation has passed before establishing new landscaping and turf. Variances granted for establishing new turf grass or landscaping will be for a maximum of 30 days from the date of approval. After that, the watering restrictions set forth in this stage apply. **(This does not include over seeding with rye since turf already exists.)**
- J Discourage the operation of ornamental fountains or ponds that use potable water except where necessary to support aquatic life or where such fountains or ponds are equipped with recirculation system.
- J Discourage the filling, draining, or refilling of swimming pools, wading pools, hot tubs and Jacuzzi type pools except to maintain adequate water levels for structural integrity, proper operation and maintenance, and/or to alleviate an issue that poses a public safety risk.
- J Encourage the use of covers for all types of pools, hot tubs, and Jacuzzi type pools when not in use.

### **City and Local Governments**

In addition to the actions listed above:

- J Review conditions or problem that caused Stage 2. Take corrective action,
- J Increase frequency of media releases on water supply conditions,
- J Further accelerate public education efforts on ways to reduce water use,
- J Eliminate no-essential water use. As used herein, non-essential water use are those that do not have any health or safety impact and are not needed to meet the core function of the agency.
- J Prohibit wet street sweeping.
- J City of Fort Worth Water Director or his/her designee will notify the City of Hurst, their wholesale customer of actions being taken and require us to implement the same stage and measures. Such action is in accordance with section 2.3 of the uniform wholesale contract. Per the contract, wholesale customers are required to institute and apply the same rationing, conservation measures or restrictions to use of their customers for so long as any part of their total water supply is being furnished by Fort Worth.



### **Commercial or Industrial**

All actions listed above for all water users apply to commercial and industrial users.

Use of water from fire hydrants for any purpose other than firefighting related activities or other activities necessary to maintain public health, safety and welfare requires a variance issued by the Executive Director of Public Works. Fire hydrant use may be limited to only designated hydrants. Upon declaration of this drought stage, all holders or applicants of a Water Fire Hydrant Agreement are required to apply for a variance as set forth in this plan. If conditions allow, as determined by the Executive Director of Public Works, the use of water from hydrants may continue until the Executive Director or his/her designee issues a determination on the petition for variance. If conditions do not allow, the Executive Director may require all fire hydrant meters be immediately returned from the field, pending determination of each petition for variance.

### **Stage 3 – Emergency Water Use**

#### **Triggering Conditions for Stage 3**

- ) When, pursuant to requirements specified in the City of Hurst wholesale water purchase contract with the City of Fort Worth, notification is received requesting initiation of Stage 3 of the Drought Plan.
- ) Water demand has reached or exceeds 98% of reliable delivery capacity for one day. The delivery capacity could be citywide or in a specified portion of the system.
- ) Contamination of the water supply source(s) or water supply system.
- ) Demand for all or part of the water system exceeds delivery capacity because delivery capacity is inadequate.
- ) Water supply system is unable to deliver water due to the failure or damage of major water system components
- ) TRWD has initiated Stage 3 – Emergency Water Use, which may also be initiated by one or more of the following:
  - o Total raw water supply in TRWD western and eastern division’s reservoirs drops below 45% (55% depleted) of conservation storage.
  - o Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
  - o Water demand is projected to approach or exceed the limit of TRWD’s permitted supply.
  - o TRWD’s supply source becomes contaminated.
  - o TRWD’s water supply system is unable to deliver water due to failure or damage of major water system components.
  - o The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 3 Drought.



### **Terminating Conditions for Stage 3**

Stage 3 will be terminated when the City of Fort Worth terminates its Stage 3 condition or when the circumstances that caused the initiation of Stage 3 no longer prevail.

### **Goal for Use Reduction for Stage 3**

The goal for water use reduction under Stage 3, Emergency Water Use, is to decrease use by twenty percent (20%). If circumstances warrant or if required by the City of Fort Worth, the City Manager or his/her official designee can set a goal for greater water use reduction.

### **Actions Available for Stage 3**

The City Manager or his/her official designee may order the implementation of any of the actions listed below, as deemed necessary. The City Manager or his/her official designee must implement any action(s) required by the City of Fort Worth, in accordance with Section 2.3 of the uniform wholesale water contract.

- J Continue or initiate any actions available under Stage 1 and 2.

### **All Water Users**

- J Prohibit landscape watering, including at parks, golf courses, and sports fields

#### **Exceptions:**

- o Watering with hand-held hose, soaker hose or drip irrigation systems may occur and day and any time. (The intent of this measure is to allow for the protection of structural foundations, trees, and other high value landscape materials).
- o Watering of athletic fields (fields only, does not include surrounding landscaped areas) used for organizing sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events may be allowed to water by variance. A water management plan must be submitted to the Executive Director of Public Works detailing how each area will comply with stage 3 drought measures.
- J Prohibit establishment of new landscaping. Variances may be granted for those landscape projects started prior to the initiation of stage 3 drought restrictions.
- J Vehicle washing restricted to commercial car wash, commercial service station or a private on-site vehicle washing facility and can only be done as necessary for health, sanitation, or safety reasons, including but not limited to the washing of garbage



trucks and vehicles used to transport food and other perishables. All other vehicle washing is prohibited.

- J Prohibit the operation of ornamental fountains or ponds that use potable water except where necessary to support aquatic life.
- J Prohibit the draining, filling of swimming pools, wading pools and Jacuzzi type pools. Existing private and public pools may add water to maintain pool levels; however they may not be refilled using automatic fill valves.
- J Prohibit hosing of buildings or other structures for purposes other than fire protection or surface preparation prior to painting with high-pressure equipment. Must be performed by a professional power washing service utilizing high efficiency equipment and a vacuum recovery system where possible.

### **City and Local Governments**

In addition to actions listed above:

- J Continue or initiate any actions available under Stage1 and 2.
- J Review conditions or problems that caused Stage3. Take corrective action.
- J Implement viable alternative water supply strategies.
- J Increase frequency of media releases explaining emergency situation.
- J Reduce city and local government water use to maximum extent possible.
- J Prohibit the permitting of new swimming pools, Jacuzzi type pools, spas, ornamental ponds and fountain construction. Pools already permitted and under construction may be completely filled with water.

### **Commercial or Industrial**

- J All actions listed above for all water users apply to commercial and industrial users.
- J Hotels, restaurants, and bars required to serve drinking water to patrons as requested.
- J Hotels are required to implement laundry conservation measures by encouraging patrons to reuse linens and towels.
- J Stock at commercial plant nursery may be watered only with handheld hose, handheld watering can, or drip irrigation system.
- J Commercial and industrial water users required to reduce water use by a set percentage determined by the Executive Director of Public Works.

Use of water from fire hydrants for any purpose other than firefighting related activities or other activities necessary to maintain public health, safety and welfare requires a special permit issued by the Executive Director of Public Works. Fire hydrant use may be limited to only designated hydrants.



#### **4.4 Procedures for Granting Variances to the Plan**

The Executive Director of Public Works or his/her official designee may grant temporary variances for existing water uses otherwise prohibited under this drought contingency plan if one or more of the following conditions are met:

- ) Failure to grant such a variance would cause an emergency condition adversely affecting health, sanitation, or fire safety for the public or the person requesting the variance.
- ) Compliance with this plan cannot be accomplished due to technical or other limitations.
- ) Alternative methods that achieve the same level of reduction in water use can be implemented.

Variances shall be granted or denied at the discretion of the Executive Director of Public Works or his/her official designee. All petitions for variances should be in writing and should include the following information:

- ) Name and address of the petitioner(s)
- ) Purpose of water use
- ) Specific provisions from which relief is requested
- ) Detailed statement of the adverse effect of the provision from which relief is requested
- ) Description of the relief requested
- ) Period of time for which the variance is sought
- ) Detailed schedule of irrigation that shows a reduction in use over the 30 day period for new lawns and landscapes. Schedule should be designed so that at the end of the 30 day period, lawn and landscape areas can adhere to the twice per week schedule defined in stage 1.
- ) Alternative measures that will be taken to reduce water use
- ) Other pertinent information required by the Public Works Department.

#### **4.5 Procedures for Enforcing Mandatory Water Use Measures**

Mandatory water use restrictions may be imposed in Stage 1, 2, and 3. These mandatory water use restrictions will be enforced by warnings and penalties as follows:

- ) On the first violation, customers will be given a written warning that they have violated the mandatory water use restriction.
- ) On the second and subsequent violations, citations may be issued to customers, with minimum and maximum fines established by ordinance,
- ) After three violations have occurred, the utility may cut off water service to the customer.



**4.6 Coordination with Regional Planning Group**

The service area of the City of Hurst is located within Region C Planning Group’s boundary and the City has provided a copy of its plan to the Region C Planning Group.

**4.7 Review and Update of Drought Contingency Plan**

As required by TCEQ rules, Hurst will review this drought contingency plan in 2024 and at least every five years thereafter. The plan will be updated as appropriate based on new or updated information.

**5.0 Drought Contingency Plan Definitions**

<b>Term</b>	<b>Definition</b>
Aesthetic water use	Water use for ornamental or decorative features such as fountains, reflecting pools and water gardens.
Alternative Water Source	Means water produced by a source other than a water treatment plant and is not considered potable. These sources can include, but are not limited to: reclaimed/recycled water, collected rain water, collected grey water, private well water.
Athletic Field	Means a sport playing field, the essential feature of which is turf grass, used primarily for organized sports for schools, professional sports, or sanctioned league play.
Automatic Irrigation System	Means a site specific system of delivering water generally for landscaping via a system of pipes or other conduits installed below ground that automatically cycles water use through water emitters to a preset program, whether on a designated timer or manual through manual operation.
Aquatic Life	Means a vertebrate organism dependent upon an aquatic environment to sustain its life.
Conservation	Those practices, techniques, and technologies that reduce water consumption; reduce the loss or waste of water; improve the efficiency in water use; and increase the recycling and reuse of water so that supply is conserved and made available for other or future use.
Customer	Any person, company, or organization using water supplied by the TRWD or through an entity supplied by the TRWD.
Drip Irrigation	An irrigation system (drip, porous pipe, etc.) that applies water at a predetermined controlled low-flow levels directly to the roots of a plant.
Drought Contingency Plan	Means a strategy or combination of strategies for temporary supply management and demand management responses temporary or potentially recurring water supply shortages and other water supply emergencies.



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Fountain	An artificially created jet, stream or flow of water, a structure, often decorative, from which a jet, stream or flow of water issues.
Golf Course	Means an irrigated and landscaped playing area made up of greens, tees, fairways, roughs and related areas used for playing of golf.
Hand-Held Hose	Means a hose physically held by one person, fitted with a manual or automatic shutoff nozzle.
Hand Watering	Means the application of water for irrigation purposes through and hand-held watering hose, watering can, or bucket.

Hose-end Sprinkler	Means a devise through which water flows from a hose to a sprinkler to water any lawn or landscape.
Hosing	Means to spray, water, or wash with a water hose.
Industrial Water Use	Means the use of water for or in connection with commercial or industrial activities, including but not limited to, manufacturing, bottling, brewing, food processing, scientific research and technology, recycling, production of concrete, asphalt, and cement, commercial uses of water for tourism, entertainment, and hotel or motel lodging, generation of power other that hydroelectric and other business activities.
Irrigation System	Means a system of fixed pipes and water emitters that apply water to a landscape plants or turf grass, including, but not limited to, in-ground and permanent irrigation systems.
Lake, Lagoon or Pond	Means an artificially created body of fresh or salt water.
Landscape Irrigation Use	Water used for the irrigation and maintenance of landscape areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, right-of-ways, medians and entry ways.
“New Landscape” means	<ul style="list-style-type: none"> <li>a. Installed during construction of a new house, multi-family dwelling, or commercial building;</li> <li>b. Installed as a part of a government entity’s capital improvement project; or</li> <li>c. Alters more than one-half the area of an existing landscape.</li> </ul>
Non-Essential Water Use	<p>Water uses that are not required for the protection of public health, safety and welfare, such as;</p> <ul style="list-style-type: none"> <li>a. Irrigating landscape areas, including parks, athletic fields, and golf courses, except as otherwise provided under this plan;</li> <li>b. Washing any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard surfaced areas; except to alleviate a public health and safety issue;</li> <li>c. Washing any automobile, motorbike, boat (and/or trailer), airplane, or other vehicle except where required by law for safety and sanitary purposes.</li> </ul>



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	<ul style="list-style-type: none"> <li>d. Washing buildings or structures for the purpose other than immediate fire protection, or other uses provided under this plan;</li> <li>e. Filling, refilling, or adding to any swimming pools or Jacuzzi-type pools, except to maintain safe operating levels;</li> <li>f. Filling or operation of a fountain or pond for aesthetic or scenic purposes except when necessary to support aquatic life;</li> </ul>
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	<ul style="list-style-type: none"> <li>g. Failure to repair a controllable leak within a reasonable time period after being directed to do so by formal notice; and</li> <li>h. Drawing from hydrants for construction purposes or any other purpose other than firefighting or protection of public drinking water supplies.</li> </ul>
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Park	Means a non-residential or multifamily tract of land, other than a golf course, maintained by a city, private organization, or individual, as a place of beauty or public recreation and available for use to the general public.
Power/Pressure Washer	Means a machine that uses water or a water-based product applied at high pressure to clean impervious surfaces.
Pressure Washer (High Efficiency)	Means a machine that uses water or a water-based product applied at 1500 pounds per square inch (psi) or greater.
Reclaimed Water	Municipal wastewater effluent that is given additional treatment and distributed for reuse in certain applications. Also referred to as recycled water.
Soaker Hose	Means a flexible hose that is designed to slowly emit water across the entire length and connect directly to a flexible hose to spigot. Does not include hose that be design or use sends a fine spray in the air. It is not considered drip irrigation.
Splash Pad/Spray Park	Means an area for water play that has no standing water. Typically, they utilize various spray nozzles which spray water in multiple directions.
Swimming Pool	Means any structure, basin, chamber, or tank including hot tubs, containing an artificial body of water for swimming, diving, or recreational bathing, and having a depth of two (2) feet or more at any point.
Vegetable Garden	Means and noncommercial vegetable garden planted primarily for household use; “noncommercial” includes incidental direct selling of produce from such a vegetable garden to the public.
Well Water	Means water that has been, or is, obtained from the ground by digging, boring, or drilling to access an underground aquifer.



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City Council Staff Report

SUBJECT: Consider approval of Resolution 1730 revising the signatory authority of the TexPool's list of authorized representatives

Supporting Documents:

Resolution 1730

Meeting Date: 3/26/2019

Department: Finance

Reviewed by: Paul Brown

City Manager Review:

Background/Analysis:

TexPool is a local government investment pool, created on behalf of entities, whose investment objectives, in order of priority, are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act. The City of Hurst has approximately \$5.5 million invested in TexPool at this time.

Only authorized representatives can invest in and withdraw City funds from TexPool. Allan Heindel, Deputy City Manager, is currently one of four authorized TexPool representatives who can act on behalf of the City. With Allan's upcoming retirement, his name needs to be removed from TexPool's authorized list and Clayton Fulton, Assistant City Manager, added as the replacement. TexPool requires all account representative changes to be approved at a regular or special meeting of the governing body through resolution.

Funding Sources and Community Sustainability:

While there is no fiscal impact, the City's ongoing relationship with TexPool supports the Hurst Way by furthering our goal of Financial Sustainability.

Recommendation:

Staff recommends the City Council approve Resolution 1730, which removes Allan Heindel and adds Clayton Fulton to TexPool's list of authorized representatives.



# Resolution Amending Authorized Representatives

Please use this form to amend or designate Authorized Representatives.

This document supersedes all prior Authorized Representative forms.

\* Required Fields

## 1. Resolution

WHEREAS,

Participant Name*	Location Number*				

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool/ Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1.			
	Name	Title	
	Phone	Fax	Email
	Signature		
2.			
	Name	Title	
	Phone	Fax	Email
	Signature		
3.			
	Name	Title	
	Phone	Fax	Email
	Signature		

**1. Resolution (continued)**

4.    
 Name Title  
    
 Phone Fax Email  
  
 Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. This limited representative cannot perform transactions. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name Title  
    
 Phone Fax Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the  day of  20 .

**Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.**

Name of Participant\*

**SIGNED**

Signature\*  
  
Printed Name\*  
  
Title\*

**ATTEST**

Signature\*  
  
Printed Name\*  
  
Title\*

**2. Mailing Instructions**

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:  
TexPool Participant Services  
1001 Texas Avenue, Suite 1400  
Houston, TX 77002

City Council Staff Report

SUBJECT: Consider authorizing the city manager to approve funding for the 44th Year Community Development Block Grant (CDBG) Project Sheri Lane Paving, Water, and Sewer Improvements

Supporting Documents:

Engineer's Recommendation Letter  
 Bid Summary

Meeting Date: 3/26/2019  
 Department: Public Works  
 Reviewed by: Greg Dickens  
 City Manager Review:

Background/Analysis:

Tom Hoover, P.E., prepared construction drawings to reconstruct the paving, water, and sanitary sewer facilities on Sheri Lane from Reed Street to Cavender Drive. This project was previously approved by Council as the City's project for the 44<sup>th</sup> Year Community Development Block Grant (CDBG) Program with Tarrant County. The paving improvements will consist of reinforced concrete. The cast iron water main will be replaced to improve distribution efficiency and provide more durable pipe line materials. The existing vitrified clay sanitary sewer pipeline will be replaced with HDPE to provide greater durability and flow efficiency.

Bids were received and opened by Tarrant County on February 27, 2019. Of the three (3) responsive bids received, McClendon Construction Co. Inc., submitted the lowest bid of \$451,510.50, with a construction time of 120 calendar days. The 44<sup>th</sup> Year CDBG Grant will provide \$165,000 leaving a remainder of \$286,510.50 for the City to reimburse the County. The 10% contingency of \$45,000.00 is not included in the bid amount, but is recommended to be approved as part of this action item. Tarrant County requires the City to approve funding for the project above the grant amount and recommend the award of bid.

Funding and Sources and Community Sustainability:

Funds are available from Water/Sewer Impact fees and Street and Drainage Bond Funds.

Undertaking these infrastructure improvements is directly representative of the Council's goals of Financial Sustainability and Infrastructure. The use of Federal CDBG grant funds through the County is financially prudent and use of City operating funds supports Neighborhood Sustainability through capital investment in the City infrastructure of roads, water system, and sanitary sewer system.

Recommendation:

Staff recommends City Council recommend Tarrant County award the contract for the 44th Year CDBG Sheri Lane Paving, Water, and Sewer Improvements Project to McClendon Construction Co. Inc., in the amount of \$451,510.50, with a 10% contingency of \$45,000.00, for a total of \$496,510.50, and authorize the city manager approve funding for all project costs over the County grant amount of \$165,000.



March 1, 2019

Mr. Duane Hengst, PE  
Managing Director of Engineering  
& Construction Services  
City of Hurst  
1505 Precinct Line Road  
Hurst, TX 76054

Re: STREET, WATER & SEWER IMPROVEMENTS  
(200-300 SHERI LANE)  
44<sup>TH</sup> YEAR COMMUNITY BLOCK GRANT  
COMMUNITY DEVELOPMENT PROJECT # B-18-UC-48-0001-36-05

Dear Mr. Hengst:

On February 27, 2019, four (4) bids were received for the Sheri Lane CDBG project. The bids were opened at the Community Development Division offices at 1509 B. South University Street, in Ft. Worth. The bids were checked to ensure that all the forms had been properly executed by the bidders. During this evaluation, it was determined that the bid submitted by Cidrax Texas, LLC had omitted the execution of the Non-Collusion form and was therefore deemed ineligible for consideration. The remaining compliant bids ranged from a low of \$451,510.50 from McClendon Construction Co., Inc. of Burleson, Texas to a high of \$556,674.00 submitted by Urban Infraconstruction, LLC of Ft. Worth, Texas.

This office reviewed each bid for correct addition and extension of values. No errors were found which adversely affected the order of the bids received. The apparent low responsible bid is from McClendon Construction Co., Inc. They have successfully completed several paving and utility projects in this area.

The contractor will provide the necessary bonding and insurance as required in the contract documents. Based upon the references, bonding, and insurance, this office did not find a reason to not award the construction contract for the STREET, WATER & SEWER IMPROVEMENTS (200-300 SHERI LANE) 44<sup>TH</sup> YEAR COMMUNITY BLOCK GRANT - COMMUNITY DEVELOPMENT PROJECT # B-18-UC-48-0001-36-05 to McClendon Construction Co., Inc. for the amount of \$451,510.50.

Mr. Duane Hengst, PE  
City of Hurst  
March 1, 2019

As with previous CDBG projects, the City of Hurst will be required by the Community Development Division of Tarrant County to pass a resolution awarding the contract to McClendon Construction Co., Inc for the 44TH YEAR COMMUNITY BLOCK GRANT - COMMUNITY DEVELOPMENT PROJECT # B-18-UC-48-0001-36-05 in the amount of \$451,510.50.

We have included a tabulation of all bids received on the project for your files. If you have any questions on the above, please contact this office.

Sincerely;

Thomas Hoover Engineering, LLC

Thomas L. Hoover

Enc: Bid Tabulation

P.O. Box 1808, Keller, TX 76244  
817-913-1350 phone  
T.B.P.E. Firm Registration No. 006009



City Council Staff Report

SUBJECT: Consider authorizing the city manager to enter into a Purchase Agreement with WatchGuard to purchase in-car cameras and digital video recorders

Supporting Documents:

WatchGuard quote

Meeting Date: 3/26/2019

Department: Police

Reviewed by: Billy Keadle

City Manager Review:

Background/Analysis:

The City of Hurst Police Department is requesting the purchase of 25 WatchGuard in-car cameras and digital video recorders (DVRs) to replace and update existing equipment. The current equipment has reached its end-of-life and will no longer be warranted by the manufacturer. Recordings promote legitimacy and a sense of procedural justice with the public. They also serve as valuable evidence.

Funding Sources and Community Sustainability:

Funding is available in the Traffic Signal Safety Fund.

In support of the City Council's Public Safety strategic priority, purchasing the cameras and DVRs will help to ensure the Police Department continues to provide excellent and responsive services to the community. Two of The Hurst Way's components, Financial Sustainability and Public Service, provided the filter for determining the cost and benefit of this purchase. WatchGuard provided a quote for \$119,335.00. The project total with a 10% contingency will be \$131,268.50. Department staff will install the equipment.

Recommendation:

Staff recommends the City Council authorize the city manager to enter into a Purchase Agreement with WatchGuard for the purchase of in-car cameras and digital video recorders, for a total amount not to exceed \$131,268.50.



415 Century Parkway, Allen, TX 75013  
 (972) 423-9777 Fax: (972) 423-9778  
 National Toll-Free 1-800-605-MPEG (6734)  
 www.watchguardvideo.com

# CAMERA QUOTE

Quote #: QUO-59583-P5P5

Rev #: 0

Customer	
Hurst Police Department	
Attn: Devin Hendon	
///	
Telephone Number	Fax Number
817-788-7180	817-788-7195
Email Address	

Quote Information		
Quote Valid From:	To: 5/31/2019	
Quote Presented By:	Izzy Valdovino	
Presenter Contact:	IzzyV@watchguardvideo.com	
Est. Ship Date	Ship Via	Payment Terms
30 days	UPS Ground	Net 30

#	Part Number	Description	Unit Price	Qty	Ext Price
1	WGA00480-600	4RE Elite, HD DVR, (w/Expansion Card), Gen 2	\$2,775.00	8	\$22,200.00
2	WGA00480-100	4RE, HD DVR, GPS, Gen. 2	\$2,500.00	17	\$42,500.00
3	CAM-4RE-PAN-NHD	Front Camera, 4RE, HD Panoramic, (Reduced EMI)	\$950.00	25	\$23,750.00
4	WAR-4RE-CAR-5TH	Warranty, 4RE, In-Car, 5th Year (Months 49-60)	\$450.00	25	\$11,250.00
5	WAR-4RE-CAR-4TH	Warranty, 4RE, In-Car, 4th Year (Months 37-48)	\$325.00	25	\$8,125.00
6	WAR-4RE-CAR-3RD	Warranty, 4RE, In-Car, 3rd Year (Months 25-36)	\$200.00	25	\$5,000.00
7	KEY-EL4-DEV-001	Evidence Library 4 Web 4RE In-Car Device License Key	\$150.00	25	\$3,750.00
8	WAR-4RE-CAR-2ND	Warranty, 4RE, In-Car, 2nd Year (Months 13-24)	\$100.00	25	\$2,500.00
9	WAR-4RE-CAR-1ST	Warranty, 4RE, In-Car, 1st Year (Months 1-12)	Included	25	Included

Comments:

4RE only. No cabling or peripherals.

Subtotal	\$119,075.00
Shipping	\$260.00
Taxes	
<b>Total</b>	<b>\$119,335.00</b>

COUNTY OF TARRANT

STATE OF TEXAS

On the 19<sup>th</sup> day of February 2019, 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:

- Betty Whiteside ) Chair
- Ruth Kennedy ) Vice-Chair
- Janie Melton-Judy ) Members
- Peggy Moore
- Gus Nixon
- Margaret Coleman
- Linda Dibley
- Julie Granquist ) Alternate
  
- Allan Heindel ) Deputy City Manager
- Kyle Gordon ) Managing Director of Community Services
- Jesse Loucks ) Library Director
- Teri Smith ) Community Services Administrative Assistant
- Hannah Titony ) Library Administrative Assistant

with the following members absent: none, 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 January 19, 2019 regular meeting were reviewed and approved as written.

**IV. Librarian’s Report**

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

<u>January</u>	
Circulation.....	33,608
Number of Active Patrons.....	31,810
Volunteer Hours.....	273
Door Count.....	11,190
Electronic Usage Sessions.....	6,335
Page Views.....	6,887
Net Revenue .....	\$ 2,146
Children’s Programming.....	969
Adult Programming.....	295

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

**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. **Marquee Sign Maintenance:** Allan Heindel explained that after years of use, the marquee sign at the entrance to the Library is in need of replacement. The Library has plans to replace the sign in the near future.

2. **Express Check Maintenance:** Mr. Loucks informed the Board that the express checks were upgraded in 2018. Recently the theft prevention system on one of the machines failed and had to be replaced. The machine is currently functioning properly.

**E. Staff Activities**

1. **Personnel Update:** Allan Heindel informed the Board that Lydia Meeks will be leaving the City of Hurst to pursue other opportunities. He also noted that Malaika Farmer and Clayton Fulton have been promoted to Assistant City Managers.

2. **Leadership Blueprint Update:** Mr. Heindel stated that Vanessa Patchen is participating in the Leadership Blueprint Program to learn excellent leadership traits.

**V. Reports of the Committees**

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

1. **January Revenue Report:** The Friends revenue report for January was provided for the Board.

2. **2019 Book Sale Recap:** Mr. Loucks gave an update of the Friends Book Sale that was held on February 1<sup>st</sup> and 2<sup>nd</sup>. He reported that the book sale brought in \$1,689.

**VI. Communications**

**A. BISD Letter:** Jesse Loucks informed the Board of a letter the Library received from the BISD Community Development Coordinator thanking the Hurst Library Staff for their partnership and positive influence on the BISD Students and Staff at the Campus.

**VII. Unfinished Business**

None at this time.

**VIII. New Business**

None at this time.

**IX. Informational Items**

- A. Train Car Creations:** Beverly Kirkendall gave a brief overview of the Train Car Creations and Parade stating that every year since 2015 in January there has been a train car week at the Hurst Library. She informed the Board that the Library provides supplies needed for the children to create their own train car and participate in the parade with their creations. This year there were 37 train car creations participants and 40 participants in the parade.
- B. Library Trends Presentation:** Jesse Loucks reported on Library Trends from 1996 to 2018 including physical visits, circulation, collection size, program attendance, computer sessions, virtual visits, volunteer hours, and interlibrary loans.
- C. HEB ISD Special Event:** Mr. Loucks informed the Board that the HEB ISD held a special event at their administrative campus where an NBC 5 news reporter interviewed kids attending the event. The Hurst Library participated with the Think Tank and a booth set up with activities for the participants.
- D. Oral History Project Update:** Mr. Loucks gave an update on the Oral History Project stating that all video recordings for Phase V of the project are complete and the Historical Landmark Preservation Committee will review the videos before publishing them on the City's website.
- E. Heritage Village Presents:** Kyle Gordon gave a brief overview of the 2019 Heritage Village Presents Spring events including the Grand Family Picnic on March 13<sup>th</sup> at 11:00 a.m., Concert in the Park on April 26<sup>th</sup> at 7:00 p.m., and Summer Kickoff on May 30<sup>th</sup> at 6:00 p.m.
- F. Future Event Dates:** Allan Heindel reminded the Board of the Town Hall Forum on February 28<sup>th</sup> at 6:00 p.m. and the Boards, Commissions and Committees Banquet on April 8<sup>th</sup> at 6:00 p.m.

**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 6:25 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

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

STATE OF TEXAS

On the 21<sup>st</sup> day of February, 2019 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
Pat King	)	
Rod Robertson	)	
Karen Spencer	)	
Gary Waldron	)	
Bob Walker	)	
Jessica Martin	)	Alternates
Allan Heindel	)	Deputy City Manager
Kyle Gordon	)	Managing Director of Community Services
Chris Watson	)	Recreation Director
Eric Starnes	)	Director of Facilities & Project Management
Jennifer Kashner	)	Recreation Manager
Paige Lutz	)	Recreation Administrative Assistant

with the following alternate absent, Will Blackburn, 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.
- 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 January 17, 2019 regular meeting; Bob Walker seconded the motion.

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

NOES: None

IV. **Staff Report:**

A. **Director's Report:**

1. **January Participation Report:** Chris Watson, Recreation Director, presented the following statistics for the January Participation Report:

January

Recreation Center	13,730
Classroom Programs	1,038
Fitness Center	4,856
Tennis Center	1,074
Facility Rentals	38
Active Members	2,449

- 2. Program Highlight:** Chris Watson reported that the February Program Highlight features the Nolan High School Varsity and Junior Varsity Tennis Program. He reported that the School's tennis teams are using the Hurst Tennis Center for their practices and home matches. Approximately 50 students participate in the program and the school pays all non-resident court fees.

**B. Special Events:**

- 1. 2019 Fish Stocking Program:** The dates for the upcoming fish stocking at the Chisholm Park Pond were displayed.
- 2. Heritage Village Presents:** Kyle Gordon gave a brief overview of the 2019 Heritage Village Presents Spring events including the Grand Family Picnic on March 13<sup>th</sup> at 11:00 a.m., Concert in the Park on April 26<sup>th</sup> at 7:00 p.m., and Summer Kickoff on May 30<sup>th</sup> at 6:00 p.m.
- 3. Daddy Daughter Dance Preview:** The 16<sup>th</sup> Annual Daddy & Daughter Valentine's Ball was held on Saturday, February 9<sup>th</sup> at the Recreation Center with 257 in attendance.
- 4. TAAF Tournament Preview:** The TAAF Men's 35 & Over Basketball Tournament will be held on February 23<sup>rd</sup> and 24<sup>th</sup>; the Men's 45 & Over Basketball Tournament will be held on April 6<sup>th</sup> and 7<sup>th</sup> at the Hurst Recreation Center.
- 5. Patron Appreciation Week:** Chris Watson reported that Patron Appreciation Week is scheduled for March 4<sup>th</sup> to March 8<sup>th</sup> at the Recreation Center. The event will offer raffle prizes and refreshments for our patrons.
- 6. Family Campout Preview:** Due to inclement weather, the Family Campout was rescheduled to March 22<sup>nd</sup> at Chisholm Park. The event will include a Chuck Wagon dinner, s'mores by the campfire and fun activities for the family.
- 7. EGGstravaganza:** Chris Watson reported that the 2019 EGGstravaganza is scheduled for April 13<sup>th</sup> at the Hurst Community Park.

8. **Adaptive Easter Egg Hunt Preview:** Mr. Watson reported that an Adaptive Easter Egg Hunt is scheduled for April 12<sup>th</sup> at Central Park. The free event is offered to children ages 16 years and younger with special needs. In addition to the egg hunt, the event will include face painting, crafts, a petting zoo, and pictures with Mr. Bunny.

**C. Works in Progress:**

1. **TXDOT Green Ribbon Grant Phase 2:** The project is complete. The contractor is responsible for plant maintenance until mid-2019.
2. **TXDOT Green Ribbon Grant Phase 3:** The project will start in early March and will be completed in early summer.
3. **TXDOT Green Ribbon Grant Phase 3a:** The medians at the SH 10 and Hwy 820 intersection are being drastically modified with the upcoming highway construction. The City has paid for a consultant to design the landscape for the medians and the construction will be funded by TXDOT out of the highway project.
4. **TXDOT Green Ribbon Grant Phase 4:** The designer submitted the 95% plans and specifications to TXDOT in January. The construction on these medians will begin in the Fall of 2019.
5. **Pipeline Road Phase 2 Improvements:** The construction project is complete. The median landscaping and irrigation will be installed by the end of March.
6. **Recreation Center Repurposing Study:** Conceptual plan options will be developed in order to evaluate potential modifications that address functionality, response to program needs, and improved service.
7. **Tennis Center Renovations:** The architect is working with the City's Building Inspection Department on how to best design the additional storage space on the north end of the Tennis Center.
8. **Recreation Fitness Equipment:** The new strength fitness equipment will be delivered by late February.
9. **Smith-Barfield Playground Replacement:** The project has started and is under construction. It is scheduled to be completed by the end of April.
10. **Chisholm Ball Fields Improvements:** The turf and irrigation modifications, drainage improvements, dugout expansions, and field leveling will be complete by the end of March.

**D. Staff Activities:**

1. **March Calendar:** Chris Watson reviewed the calendar of events for the month of March.
2. **Personnel Update:** Allan Heindel informed the Board that Malaika Farmer and Clayton Fulton have been promoted to Assistant City Managers.

**V. Report of the Committee:****A. John Butler Memorial Senior Citizen's Banquet**

1. **Consider Catering Contract:** Mr. Watson reported that the John Butler Memorial Senior Banquet catering contract is out for bid. Mr. Watson reported that several catering companies have responded and Staff is currently reviewing the bids.
2. **Entertainment Recommendations:** Mr. Watson reported that Staff is researching entertainment options for the banquet.

**VI. Communications:** None to discuss at this time.

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

**VIII. New Business:**

- A. 2019 Facility Utilization Agreements:** Chris Watson reported that the City has continued its strong working relationship with the sports associations that utilize City facilities for their athletic programs. Mr. Watson reviewed the clarifications and changes for the 2019 Facility Utilization Agreements.

Ralph Hurd made a motion to approve the Facility Utilization Agreements for 2019 as presented by Staff. Gary Waldron seconded the motion.

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

NOES: None

**IX. Informational Items:**

- A. Nancy Lieberman Charities Dream Court Project:** Allan Heindel reported that the City Council has approved the Nancy Lieberman Charities Dream Court project. The layout and logos placed on the court were presented. The timeline of the project was reviewed. Mr. Heindel noted that the Dedication and Ribbon Cutting Ceremony is scheduled for Tuesday, March 5<sup>th</sup>.

**B. 2018 Texas Public Pool Council Awards:** Jennifer Kashner, Recreation Manager, presented the 2018 Texas Public Pool Council Award for Special Event of the Year for the Hurst Aquatic's Play Safe event. She also presented the Texas Public Pool Council - Class III Agency of the Year award.

**C. 2019 Aquatics Season Preview:** Jennifer Kashner presented an update of the upcoming 2019 Aquatics Season. She reviewed the extensive recruiting process to fully staff both aquatics centers. She reported that Central Aquatics Center is offering a Dive-In Movie on July 13<sup>th</sup> and a Doggie Dive-In event on August 24<sup>th</sup>. She reported that Chisholm Aquatics Center will have the Play Safe event on July 21<sup>st</sup> and a Shark Night event on July 27<sup>th</sup>. She noted that on June 21<sup>st</sup> at Central Aquatics Center and on August 10<sup>th</sup> at Chisholm Aquatics Center Hurst will offer a special needs swim event. The event will afford families with special needs children the opportunity to enjoy a calmer environment with smaller crowds.

Ms. Kashner reviewed the Safety Wristband Program for parents with children 5 years and younger. She reviewed the Swimwear policy and signage for the 2019 season. She presented the changes to the Parent/Tot Swim Class and the Junior Lifeguard Class.

The Hurst Employee Picnic is scheduled for September 7<sup>th</sup> at the Chisholm Aquatics Center.

**X. Board Member and Citizen Comments:** Allan Heindel reminded the Board of the Town Hall Forum on February 28<sup>th</sup> at 6:00 p.m. and the Boards, Commissions and Committees Banquet on April 8<sup>th</sup> at 6:00 p.m.

**XI. Adjournment:** Ralph Hurd made a motion to adjourn the meeting, Pat King seconded the motion.

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

NOES: None

Alan Neace adjourned the meeting at 7:12 p.m.

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

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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

COUNTY OF TARRANT

STATE OF TEXAS

On the 21<sup>st</sup> day of February 2019 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:

- Gerald Grieser ) Chair
- Joan Stinnett ) Vice-Chair
- Marcy Davis ) Members
- Bob Hampton
- Durwood Foote
- Doris Young
- Barbara Albright
- Marie Perry ) Alternates
- Elaine Wicker
  
- Allan Heindel ) Deputy City Manager
- Kyle Gordon ) Managing Director of Community Services
- Teri Smith ) Community Services Administrative Assistant
- Linda Rea ) Senior Center Director
- Michelle Varley ) Activities Supervisor

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

- I. Call to Order**  
Gerald Grieser 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 January 17, 2019 meeting were approved as written.
- IV. Senior Center Director’s Report**
  - A. Statistical Report for January:** The Statistical Report for January was distributed to the Board and reviewed by Linda Rea.

<u>January</u>	
Center Attendance.....	11,012
Number of Members.....	1,782
Volunteer Hours.....	1,099
Net Revenue.....	\$ 18,611
Fitness Center Attendance.....	2,626
Class Attendance.....	2,626
Aquatics.....	163

**B. Programs & Events Report:** The Programs & Events Report for January 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. **Fireplace Tile Repair:** Allan Heindel reported that the tiles on the fireplace hearth in the Library are cracked and they will be repaired very soon.

2. **Fitness Center Television:** Mr. Heindel explained that the television in the far corner of the Fitness Center is no longer working. The Facility Services Staff has removed the television and repaired the surrounding area. Before and after photos were displayed for the Board.

3. **Multi-purpose Room Divider Repair:** Mr. Heindel informed the Board that the divider in the Multi-purpose Room is inoperable. Staff has contacted the repair company and it should be working soon.

**E. Staff Activities**

1. **Northeast Senior Community Forum:** Linda Rea stated that she continues to attend the Northeast Senior Community Forum on the 3<sup>rd</sup> Tuesday of every month at the North Richland Hills Library from 9:00 to 10:30 a.m. She noted that this month there was a presentation on How to Avoid Probate in Texas. In March there will be a representative from the Tarrant County District Attorney's office with information on Senior Fraud.

2. **Personnel Update:** Allan Heindel informed the Board that Malaika Farmer and Clayton Fulton have been promoted to Assistant City Managers.

3. **National Recreation and Parks Association Planning Committee:** Michelle Varley stated that July is National Parks and Recreation and Month and the theme is *Game On*. She has been working with the Recreation Department to coordinate special programs at the Senior Center for the month of July including a variety game night, a pool tournament and a Frozen Friday event that will be open to the public.

4. **Leisure and Aging Services Branch Meeting:** Michelle Varley reported that the Senior Center will be hosting the Texas Recreation and Parks Association's Meeting on Leisure and Aging Services at the Senior Center on March 20<sup>th</sup> at 2:00 p.m.

**V. Communications**

**A. March Senior Pipeline:** Michelle Varley distributed copies of the March Senior Pipeline.

**VI. New Business**

None at this time

**VII. Informational Items**

- A. Program Highlight – Business, Health and Benefits Expo:** Michelle Varley gave a brief overview of the Business, Health and Benefits Expo that will be held at the Senior Center on March 28<sup>th</sup> from 10:00 a.m. until noon. There are 35 vendors currently signed up for the event.
- B. Carter Blood Care Blood Drive:** Ms. Varley noted that Carter Blood Care will be on location at the Senior Center, accepting blood donations on March 28<sup>th</sup> from 9:00 a.m. until 1:00 p.m.
- C. Heritage Village Presents Update:** Kyle Gordon gave a brief overview of the 2019 Heritage Village Presents Spring events including the Grand Family Picnic on March 13<sup>th</sup> at 11:00 a.m., Concert in the Park on April 26<sup>th</sup> at 7:00 p.m., and Summer Kickoff on May 30<sup>th</sup> at 6:00 p.m.
- D. Online Registration Update:** Michelle Varley stated that the Senior Center will be offering tutorials from 9:00 a.m. until 1:00 p.m. on March 15<sup>th</sup> for online registration.
- E. BISD Adventures in Art Exhibit:** Ms. Varley informed the Board that the Senior Center will be hosting the Birdville Independent School District Adventures in Art Exhibit March 4<sup>th</sup> through 8<sup>th</sup>. The reception will be held in the Multi-purpose Room on the 4<sup>th</sup> and then the exhibits will be moved to the Lobby for the remainder of the event.
- F. Future Event Dates:** Allan Heindel reminded the Board of the Town Hall Forum on February 28<sup>th</sup> at 6:00 p.m. and the Boards, Commissions and Committees Banquet on April 8<sup>th</sup> at 6:00 p.m.

**VIII. Board Member and Citizen Comments**

None at this time.

**IX. Adjournment**

There being no further business, the meeting was adjourned by Gerald Grieser at 11:40 a.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

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

## Future Event Calendar

March 26, 2019

*Regular City Council meetings are held on the second and fourth Tuesday of each month. Following are additional meetings, canceled meetings and public event dates.*

<u>DATE AND TIME</u>	<u>ACTIVITY</u>
Saturday, April 6, 2019 Items at curb prior to 7:00 a.m.	Bulk Trash curbside pickup (For those with Monday and Thursday garbage service)
Friday, April 12, 2019 5:00 – 6:30 p.m.	Adaptive Egg Hunt (for children with special needs) Central Park, 700 Mary Drive
Saturday, April 13, 2019 Noon – 2:00 p.m.	EGGstravaganza Hurst Community Park, 601 Precinct Line Road
Saturday, April 13, 2019 Items at curb prior to 7:00 a.m.	Bulk Trash curbside pickup (For those with Tuesday and Friday garbage service)
Saturday, April 13, 2019 8:00 a.m. – 11:00 a.m.	Household Hazardous Waste Service Center, 2001 Precinct Line Road
April 22 – 30, 2019 Hours and additional voting sites listed on city website <a href="http://hursttx.gov">hursttx.gov</a> or <a href="http://Tarrantcounty.com/elections">Tarrantcounty.com/elections</a>	City General and Bond Election – Early Voting Hurst Recreation Center, 700 Mary Drive
Saturday, April 27, 2019 1:00 – 5:00 p.m.	Bellaire Event Series – Spring Celebration 300-600 East Pipeline Road
Saturday, May 4, 2019 7:00 a.m. – 7:00 p.m.	City General and Bond Election Day Hurst Public Library, 901 Precinct Line Road