

**WORK SESSION AGENDA OF THE CITY COUNCIL OF HURST, TEXAS  
CITY HALL, 1505 PRECINCT LINE ROAD  
FIRST FLOOR CONFERENCE ROOM  
TUESDAY, SEPTEMBER 24, 2019 – 5:30 P.M.**

---

**I. Call to Order**

**II. Informational Items**

- ) **Discuss future Texas Parks and Wildlife presentation**
- ) **Update and discussion of the October 1, 2019 National Night Out event**
- ) **Discussion of proposed ordinance related to the security and safety of convenience store operations**
- ) **Update of the Public Facility Corporation**

**III. Discussion of Agenda Item(s) 3 and 4**

Conduct a Public Hearing regarding a proposed order for the repair, removal or demolition of property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates subdivision (Dakota Place Apartments)

Consider ordering the repair, removal or demolition of property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates subdivision (Dakota Place Apartments)

**Michelle Lazo**

**IV. Discussion of Agenda Item(s) 5, 6, 7, 8**

Consider Ordinance 2450(a), second reading, adopting budget for fiscal year beginning October 1, 2019 and ending September 30, 2020

Consider Ordinance 2450(b), second reading, ratifying the Property Tax Revenue Increase reflected in the Fiscal Year 2019-2020 Budget

Consider Ordinance 2451, second reading, setting the tax rate for the 2019 tax year

Consider Ordinance 2452, second reading, approving all water and wastewater rates for Fiscal Year 2019-2020

**Clayton Fulton**

**V. Discussion of Agenda Item(s) 9 and 10**

Conduct a public hearing to consider amending City of Hurst Code of Ordinances Section 27/24 “Nonconforming Uses” by adding Section 27-24(n) regarding nonconforming uses created by the right-of-way acquisition by governmental agency

Consider Ordinance 2454 amending City of Hurst Code of Ordinances Section 27/24 “Nonconforming Uses” by adding Section 27-24(n) regarding nonconforming uses created by the right-of-way acquisition by governmental agency

**Michelle Lazo**

**VI. Discussion of Agenda Item(s) 11**

Approval of Resolution 1747 nominating candidates to the Tarrant Appraisal District (TAD) Board of Directors

**Clay Caruthers**

**EXECUTIVE SESSION in Compliance With the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.087 deliberation and conducting of economic development negotiations regarding financial information relative to prospective business expansion in the city and Section 551.071, Consultation with City Attorney to seek advice regarding Pending or Contemplated Litigation or Settlement Offers (Dakota Place Apartments) to reconvene in Open Session at the conclusion of the Executive Session**

**ADJOURNMENT**

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

This the 20<sup>th</sup> of September 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, SEPTEMBER 24, 2019**

---

**AGENDA:**

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

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

---

**CALL TO ORDER**

**INVOCATION (Councilmember Cathy Thompson)**

**PLEDGE OF ALLEGIANCE**

**PRESENTATION(S) AND PROCLAMATION(S)**

1. Presentation by Hurst-Eules-Bedford Independent School District representative on the progress of the HEB Reads! program

**CONSENT AGENDA**

2. Consider approval of the minutes for the September 10, 2019 City Council meetings

**PUBLIC HEARINGS AND RELATED ITEM(S)**

3. Conduct a Public Hearing regarding a proposed order for the repair, removal or demolition of property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates subdivision (Dakota Place Apartments)
4. Consider ordering the repair, removal or demolition of property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates subdivision (Dakota Place Apartments)

**BUDGET RELATED ITEM(S)**

5. Consider Ordinance 2450(a), second reading, adopting budget for fiscal year beginning October 1, 2019 and ending September 30, 2020
6. Consider Ordinance 2450(b), second reading, ratifying the Property Tax Revenue Increase reflected in the Fiscal Year 2019-2020 Budget
7. Consider Ordinance 2451, second reading, setting the tax rate for the 2019 tax year

8. Consider Ordinance 2452, second reading, approving all water and wastewater rates for Fiscal Year 2019-2020

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

9. Conduct a public hearing to consider amending City of Hurst Code of Ordinances Section 27/24 “Nonconforming Uses” by adding Section 27-24(n) regarding nonconforming uses created by the right-of-way acquisition by governmental agency
10. Consider Ordinance 2454 amending City of Hurst Code of Ordinances Section 27/24 “Nonconforming Uses” by adding Section 27-24(n) regarding nonconforming uses created by the right-of-way acquisition by governmental agency

**RESOLUTION(S)**

11. Approval of Resolution 1747 nominating candidates to the Tarrant Appraisal District (TAD) Board of Directors

**OTHER BUSINESS**

12. Review of board, commission and committee meeting minutes:
  - Ñ Hurst Senior Citizens Advisory Board
  - Ñ Parks and Recreation Board
  - Ñ Library Board
13. Review of upcoming calendar items
14. 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**

**EXECUTIVE SESSION in Compliance With the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.087 deliberation and conducting of economic development negotiations regarding financial information relative to prospective business expansion in the city and Section 551.071, Consultation with City Attorney to seek advice regarding Pending or Contemplated Litigation or Settlement Offers (Dakota Place Apartments) to reconvene in Open Session at the conclusion of the Executive Session**

15. Take any and all action ensuing from Executive Session

**ADJOURNMENT**

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

This 20<sup>th</sup> day of September 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 recognizing the Hurst Public Library's top readers and a recap of the 4<sup>th</sup> Annual HEB Reads! Summer Reading Club Program

Supporting Documents:

Meeting Date: 9/24/2019  
Department: Community Services  
Reviewed by: Kyle Gordon  
City Manager Review:

Background/Analysis:

Hurst-Eules-Bedford Independent School District representative Kiera Elledge and the Lion's Club request an opportunity to present the results of the 4<sup>th</sup> Annual HEB Reads! Summer Reading Club Program and recognize the Hurst Public Library's top readers in the 12 and Under Category.

Funding Sources and Community Sustainability:

There is no fiscal impact.

In an effort to remain a vibrant community, the presentation recognizing the Hurst Public Library's top readers and the success of the collaborative effort of the HEB Reads! Program addresses the City Council's Strategic Priority for Innovation and Leadership by continually improving the programming offered by the Library.

Recommendation:

There is no staff recommendation.

**Minutes**  
**Hurst City Council**  
**Work Session**  
**Tuesday, September 10, 2019**

On the 10<sup>th</sup> day of September 2019, at 5:39 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
Larry Kitchens	)	Mayor Pro Tem
Bill McLendon	)	
Cathy Thompson	)	
Cindy Shepard	)	
Jon McKenzie	)	
Clay Caruthers	)	City Manager
John Boyle	)	City Attorney
Rita Frick	)	City Secretary
Clayton Fulton	)	Assistant City Manager
Malaika Marion Farmer	)	Assistant City Manager
Kyle Gordon	)	Executive Director of Community Services
Chris Connolly	)	Hurst Conference Center Manager
Steve Bowden	)	Executive Director of Economic Development

With the following Councilmembers absent: Booe: constituting a quorum, at which time, the following business was transacted:

**I. Call to Order** – the meeting was called to order at 5:39 p.m.

**II. Informational Items**

) **Discussion and update regarding Hurst Employee Conference** – Assistant City Manager Malaika Marion Farmer briefed Council on the upcoming Employee Conference schedule.

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

Consider Ordinance 2428, second reading, amending Hurst Code of Ordinances, Chapter 2, Article X, Senior Citizens Advisory Board, Section 2-252 creation, duties, responsibilities, powers.

City Manager Clay Caruthers briefed Council on the second reading of Ordinance 2428, amending Hurst Code of Ordinances, Chapter 2, Article X, Senior Citizens Advisory Board, Section 2-252 creation, duties, responsibilities, powers noting the change from 7 regular members and 2 alternate members to 8 regular members and 2 alternate members.

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

Consider authorizing the city manager to purchase LED Lighting fixtures for the Hurst Conference Center Ballroom.

City Manager Clay Caruthers briefed Council on the proposed purchase of LED Lighting fixtures for the Hurst Conference Center Ballroom noting the enhancement for customer service and energy savings.

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

Consider authorizing the city manager to enter into a contract with Swagit Productions, LLC, for broadcast system equipment, software and support.

City Manager Caruthers briefed Council on the proposed contract with Swagit Productions, LLC, for broadcast system equipment, software and support noting Swagit currently provides equipment, software and support for broadcasting City Council meetings. He stated the current system failed and is no longer under warranty and a new system will allow continued coverage of the meetings and have a life expectancy of 5 to 7 years. In response to Council questions, Mr. Caruthers noted new FCC Rules and stated programming is being utilized through Spectrum Cable.

**VI. Discussion of Agenda Item(s) 11**

Consider authorizing the city manager to enter into a contract for citywide custodial services.

City Manager Caruthers briefed Council on the proposed contract for citywide custodial services, noting custodial services being utilized in the City is by a hybrid approach. Some services are provided by City employees and others are outsourced to gain a certain expertise or cost savings. He stated the proposed contract is one year with four possible one year extensions.

**VII. Discussion of Agenda Item(s) 12, 13, 14, and 15**

Consider Ordinance 2450(a), first reading, adopting budget for fiscal year beginning October 1, 2019 and ending September 30, 2020.

Consider Ordinance 2450(b), first reading, ratifying the Property Tax Revenue Increase reflected in the Fiscal Year 2019-2020 Budget.

Consider Ordinance 2451, first reading, setting the tax rate for the 2019 tax year.

Consider Ordinance 2452, first reading, approving all water and wastewater rates for Fiscal Year 2019-2020.

Assistant City Manager Clayton Fulton stated the budget agenda items include adopting the budget; ratifying the property tax revenue increase in the budget; setting the tax rate, which requires a special motion noted in the staff report; and establishing the water and wastewater rates, which includes a 2% increase.

**VIII. Discussion of Agenda Item(s) 16**

Consider Resolution 1745 authorizing the creation of a Public Facility Corporation.

City Manager Caruthers briefed Council on the proposed Resolution authorizing the creation of a Public Facility Corporation. An amended resolution, bylaws and articles were presented to Council for consideration. For clarification, Council discussed portions of the articles regarding appointments.

**IX. Discussion of Agenda Item(s) 17**

Consider authorizing the city manager to enter into a contract for the purchase of land from Tarrant County College for the Animal Services and Adoption Project.

City Manager Caruthers briefed Council on the proposed contract for the purchase of land from Tarrant County College (TCC) for the Animal Services and Adoption Project noting the contract is basically the same terms as the letter of intent. Mayor Wilson noted the city manager will attend TCC's Board meeting next week. In response to Council's questions, Mr. Caruthers noted the delay in closing, as established in the letter of intent, was due primarily to two items. One item of delay was TCC's summer schedule and their refusal to move power lines. He noted plans from the architect are due by October 31, 2019 and plan review should take approximately 45 days, and construction may begin in March.

**X. Discussion of Agenda Item(s) 18**

Consider appointments to Boards, Commissions and Committees.

Mayor Wilson reviewed his suggestions for appointments to Boards, Commission and Committees and recommended a separate motion for each board, commission or committee appointment. City Manager Caruthers also noted the minutes of the Boards, Commissions and Committees provided in the packet and staffs efforts to ensure board participation. In response to Council's questions, Mr. Caruthers stated staff is gathering information on the types of art wraps that can be utilized, as discussed by the Neighborhood and Community Advisory Committee.

**XI. Adjournment – The meeting adjourned at 6:06 p.m.**

**APPROVED** this the 24<sup>th</sup> day of September 2019.

**ATTEST:**

**APPROVED:**

---

Rita Frick, City Secretary

---

Henry Wilson, Mayor

**City Council Minutes**  
**Tuesday, September 10, 2019**

On the 10<sup>th</sup> day of September 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
Larry Kitchens	)	Mayor Pro Tem
David Booe	)	Councilmembers
Bill McLendon	)	
Jon McKenzie	)	
Cathy Thompson	)	
Cindy Shepard	)	
Clay Caruthers	)	City Manager
John Boyle	)	City Attorney
Rita Frick	)	City Secretary
Clayton Fulton	)	Assistant City Manager
Malaika Marion Farmer	)	Assistant City Manager
Duane Hengst	)	City Engineer
Kyle Gordon	)	Executive Director of Community Services

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.

Mayor Pro Tem Kitchens gave the Invocation.

The Pledge of Allegiance was given. The Texas Pledge was given.

**PRESENTATION(S) AND PROCLAMATION(S)**

1. Proclamation recognizing Hurst Aquatic Team.

Recreation Manager Jennifer Kashner provided an overview of this season's aquatic activities, including newly added special events and over 1,800 swim lessons provided. Athletic Coordinator Madison Bass reviewed the process of filling 250 seasonal positions and the in-house training involved for the lifeguards to ensure visitor safety. She stated over 54,000 total attendance at the aquatics centers, with 300 minor incidents and 120 water rescues. Mayor Wilson read a letter from Mr. and Mrs. Crabtree, who approved sharing the contents regarding an incident at Chisholm Pool. They expressed their appreciation for the diligent and professional lifeguards, and related how they have witnessed the guards' diligence throughout the season, but also experienced the quick

action and excellent training of the guards when they were personally faced with a medical emergency. Mr. and Mrs. Crabtree specifically thanked lifeguards Ashton Kocurek and Autumn Brocher for their life saving actions. Mayor Wilson stated this is only one example of what staff does and expressed the importance of the training provided, as is for Fire and EMT staff. Mayor Wilson read the Proclamation and extended appreciation to the Hurst Aquatics Team for providing excellent customer service.

2. Presentation of the 2019 National Procurement Institute (NPI) Achievement of Excellence in Procurement Award.

Assistant City Manager Clayton Fulton introduced and recognized Director of Purchasing and Risk Management Jerry Lewandowski and Purchasing and Risk Management Assistant Jewelie Ramos for their efforts in receiving the Achievement of Excellence in Procurement and noted this is the fourth consecutive year the City has received the award. City Manager Caruthers noted the importance of the procurement process and Councilmember Booe expressed his appreciation and the necessity for improved efficiencies.

### **CONSENT AGENDA**

3. Considered approval of the minutes for the August 26, 27 and September 3, 2019 City Council meetings.
4. Considered Ordinance 2425, second reading, approving a site plan for a portion of Lot 2R1, Block 2, Woodbridge Plaza Addition, being 1.27 acres located at 400 Grapevine Highway.
5. Considered Ordinance 2426, second reading, Z-19-02 Norwood Addition, a zoning change from GB to R-1 for Lot 11, Block A, Norwood Subdivision, being .97 acre located at 129 Norwood Drive.
6. Considered Ordinance 2427, second reading, approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division regarding the company's 2019 rate review mechanism filing.
7. Considered Ordinance 2428, second reading, amending Hurst Code of Ordinances, Chapter 2, Article X, Senior Citizens Advisory Board, Section 2-252 creation, duties, responsibilities, powers.
8. Considered Ordinance 2429, second reading, amending Hurst Code of Ordinances, Chapter 5, Article IX, Section 5-351 and 5-352 – Historic Preservation Landmark Committee by amending the name and purpose of the committee.
9. Considered authorizing the city manager to purchase LED Lighting fixtures for the Hurst Conference Center Ballroom.

10. Considered authorizing the city manager to enter into an agreement with Swagit Productions, LLC, for broadcast system equipment, software and support.
11. Considered authorizing the city manager to enter into a contract for citywide custodial services.

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

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

### **BUDGET RELATED ITEM(S)**

12. Considered Ordinance 2450(a), first reading, adopting budget for fiscal year beginning October 1, 2019 and ending September 30, 2020.

Mayor Wilson explained that, annually, the duties of the Council requires them to set the budget. City Manager Clay Caruthers noted a General Fund Budget 1.24% increase, and that Council conducted a series of work sessions and public hearings to review the budget and provide citizens an opportunity to speak and ask questions about the budget. He stated staff followed Council's Strategic Priorities in the preparation of the budget, and prepared a conservative budget for consideration. Councilmember Kitchens commended staff and the Council for their hard work and discussions. He stated he believes the budget is frugal but at the same time provides services citizens demand.

Councilmember Kitchens moved to approve Ordinance 2450(a). Motion seconded by Councilmember Booe. Motion prevailed by the following vote:

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

13. Considered Ordinance 2450(b), first reading, ratifying the Property Tax Revenue Increase reflected in the Fiscal Year 2019-2020 Budget.

Assistant City Manager Clayton Fulton stated state law requires the City follow procedures for the adoption of the budget. He stated the budget approved by the Ordinance 2450a does include a 1.24% tax increase and an increase in the property tax revenue; therefore; requiring the property tax revenue increase be ratified. Councilmember Shepard moved that in compliance with the Local Government Code, adoption of Ordinance 2450 (b). Motion seconded by Councilmember Booe. Motion prevailed by the following vote:

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

14. Considered Ordinance 2451, first reading, setting the tax rate for the 2019 tax year.

Assistant City Manager Clayton Fulton stated this action will require specific language in the motion. He stated that after going through the required Truth in Taxation calculations, the proposed budget is funded by a proposed tax rate of \$0.597299 per \$100 valuation, which exceeds the effective rate, requiring the specific motion. City Manager Caruthers also noted special language is required to be placed on the City's Internet home page since the rate is above the effective rate. He stated, the City presented the voters with general obligation bonds for the animal services and adoption facility, and that is part of the tax rate, which is a little over a penny. He stated also, as Council knows from the public hearings, the tax rate increase not only is necessary for expenditures, but the legislature limited the City's ability to collect revenues and provided unfunded mandates. He stated the increase helps offset the legislative impact and the cost of the animal shelter.

Councilmember Thompson moved with the adoption of Ordinance 2451, "I move that the property tax rate be increased by the adoption of a tax rate of \$0.597299, which is effectively a 9.6% increase in the tax rate." Motion seconded by Councilmember McKenzie. Motion prevailed by the following vote:

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

15. Considered Ordinance 2452, first reading, approving all water and wastewater rates for Fiscal Year 2019-2020.

Assistant City Manager Clayton Fulton noted the discussion during the budget process for the proposed water and wastewater rates. He stated the proposed budget increase is 2%, of which wholesales costs is a huge driver. Mr. Fulton noted in a 20 year history in the City, water rates have averaged a 3.5% increase. He reviewed the City's rate smoothing process recommended by experts, which prevents huge fluctuations for the citizens. Mr. Fulton stated the impact to the average customer is about \$2.20 a month. City Manager Caruthers noted water rates in surrounding communities and Hurst is in the middle of the pack. He also noted some cities have not followed a rate smoothing philosophy and will see double digit increases in the water rates. He stated every City is unique, but he believes the Hurst policy is wise.

Councilmember McKenzie moved to approve Ordinance 2452, including the proposed Water and Wastewater rates effective October 1, 2019, to be included in all City utility bills processed on, or after, November 1, 2019. Motion seconded by Councilmember Booe. Motion prevailed by the following vote:

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

**RESOLUTION(S)**

16. Considered Resolution 1745 authorizing the creation of a Public Facility Corporation.

City Manager Caruthers stated the item tonight to create a Public Facility Corporation came before the City as a proposal for a specific project, which will be addressed later. This measure is essential for the project and provides another tool for future development/redevelopment for future projects.

Councilmember Booe moved to approve Resolution 1745 creating a Public Facility Corporation. Motion seconded by Councilmember Thompson. Motion prevailed by the following vote:

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

**OTHER BUSINESS**

17. Considered authorizing the city manager to enter into a contract for the purchase of land from Tarrant County College for the Animal Services and Adoption Facilities Project.

City Manager Caruthers expressed his excitement for this item and noted the work by staff in bringing this project to this point. He stated Tarrant County College has been a willing partner for the consideration of the purchase of their property on the northeast side of the northeast campus. He stated this purchase allows the City to utilize an underutilized property to meet a need for the City. He stated Tarrant County College will consider this item at the September 19, 2019 meeting and reviewed tasks completed to date for the beginning of the animal shelter project.

Councilmember Shepard moved to authorize the city manager to enter into a contract for the purchase of land from Tarrant County College for the new Animal Services and Adoption Facilities Project, in a total amount not to exceed \$645,000. Motion seconded by Councilmember Kitchens. Motion prevailed by the following vote:

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

18. Considered appointments to Boards, Commissions and Committees.

Councilmember McKenzie moved for the Codes, Appeals and Advisory Board to appoint Bob Centracco, Alternate Place 2, for a one year term. Motion seconded by Councilmember Kitchens. Motion prevailed by the following vote:

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

Councilmember Thompson moved for the HEB Teen Court to appoint Nancy Welton, Alternate Place 1, for a one year term. Motion seconded by Councilmember McLendon. Motion prevailed by the following vote:

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

Councilmember Shepard moved for the Hurst Community Arts and Historic Landmark Preservation Board to appoint Leah Chance, Place 2, for a two year term; Mary Wisemann, Place 4, for a two year term; Anne Stimmel, Place 6, for a one year term; Shirley Farrell, Alternate Place 1, for a one year term and Cyndi Evans, Alternate Place 2, for a one year term. Motion seconded by Councilmember McKenzie. Motion prevailed by the following vote:

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

Councilmember Thompson moved for the Hurst Senior Citizens Advisory Board to appoint Marie Perry, Place 4, for a two year term; Elaine Wicker, Alternate Place 1, for a one year term and Kim Bouse, Alternate Place 2, for a one year term. Motion seconded by Councilmember McLendon. Motion prevailed by the following vote:

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

Councilmember Kitchens moved for the Library Board to appoint Ann Teeter, Alternate Place, for a one year term. Motion seconded by Councilmember Shepard. Motion prevailed by the following vote:

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

Councilmember Shepard moved for the Neighborhood and Community Advisory Committee to appoint Michael Mella, Alternate Place 2, for a one year term. Motion seconded by Councilmember McLendon. Motion prevailed by the following vote:

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

No: None

Councilmember McKenzie moved for the Transportation Infrastructure and Safety Committee to appoint Jeff Childers, Place 2, for a two year term. Motion seconded by Councilmember Shepard. Motion prevailed by the following vote:

Ayes: Councilmembers Kitchens, McKenzie, McLendon and Shepard

No: Councilmember Thompson

Abstain: Councilmember Booe

Councilmember McKenzie moved for the Zoning Board of Adjustment to appoint Darrell Griffin, Alternate Place 2, for a one year term. Motion seconded by Councilmember Thompson. Motion prevailed by the following vote:

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

No: None

19. Council reviewed the following board, commission and committee meeting minutes:
  - Ñ Neighborhood and Community Advisory Committee
  - Ñ Planning and Zoning Commission
  - Ñ Transportation Infrastructure and Safety Committee
20. Review of upcoming calendar items – City Manager Caruthers reviewed calendar items noted in the packet. Also noted was the Fall Pop-Up Event, October 31, 2019 at Bellaire Center, 6:00 p.m. and the Fall Festival, October 5, 2019 in front of Nordstroms at Northeast Mall from 11:00 a.m. – to 3:00 p.m.
21. City Council Reports - Items of Community Interest

Mayor Pro Tem Kitchens stated with the recognition this evening of the lifeguards and finance award, he believed a request for action received by the City was also worthy of reading from Julie Needham expressing her appreciation of the fire department response when her neighbors needed assistance. He read the expression of gratitude for the first responders and their professionalism and expressed the benefits of a professional and respectful staff. City Manager Caruthers stated his appreciation for staff, but that it starts at the leadership level of Council.

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

Mayor Wilson recognized Boy Scout Alex, Troop 333, present working on his Speech Merit Badge.

**ADJOURNMENT**

The meeting adjourned at 7:22 p.m.

**APPROVED** this the 24<sup>th</sup> day of September 2019.

**ATTEST:**

**APPROVED:**

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

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

City Council Staff Report

SUBJECT: Conduct a Public Hearing regarding a proposed order for the repair, removal or demolition of property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates subdivision (Dakota Place Apartments)

Supporting Documents:

Legal Notices

Meeting Date: 9/24/2019

Department: Planning and Development

Reviewed by: Michelle Lazo

City Manager Review:

Background/Analysis:

On August 7, 2019, a notice was sent to property owner of 450 E. Hurst Boulevard declaring it as substandard as described in Chapter 5, Article VII, Section 5-295, of the City of Hurst Code of Ordinances. A list of deficiencies was attached and an order was issued to repair and rehabilitate all of the required improvements on the referenced property. The notice granted 15 days to apply for permits to repair and rehabilitate the building and 90 days to complete the work once the permits were issued. During the specified timeframe and to date, no permit applications for the work have been submitted to the City.

Funding Sources and Community Sustainability:

There is no funding impact.

Recommendation:

Staff recommends Council order the structures on the property to be repaired, removed, or demolished no later than October 24, 2019 as in compliance with Chapter 5 of the City of Hurst Code of Ordinances. Should Council elect to allow the repairs to continue beyond 30 days, staff recommends Council set time limits for the completion of the construction with scheduled progress reports submitted to staff.

## **NOTICE OF SUBSTANDARD BUILDINGS**

Via CMRRR # 7019 0140 0000 4999 7044  
and First Class U.S. Mail

August 7<sup>th</sup>, 2019

Charles H. Mercer  
Ofelia M Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

Re: Dakota Place Apartments; 450 E. Hurst Blvd, Hurst, Texas; Block: 14 Lot: A3 of the Holder Estates subdivision (the "Property");

Dear Property Owner:

The purpose of this letter is to provide you notice that I, as the Building Official for the City of Hurst, have determined that the Property referenced herein is dilapidated, substandard, and unfit for human habitation and constitutes a hazard to the public health, safety, and welfare.

In particular, all buildings on the Property are substandard for the following reasons:

- Structural deficiencies in roof structures identified by Childress Engineering Services, Inc. during January 2019 assessment of property are still present.
- Proper removal and remediation of contaminated materials as identified by Farmer Environmental Group, LLC during January 2019 assessment of property has not been completed.
- Appropriate measures have not been taken to correct 775 identified code violations from January 2019 inspection of property by Bureau Veritas.

To comply with the City of Hurst Code of Ordinances, you must – at a minimum – remedy the above-described conditions.

You or your authorized agents must commence work to repair the violations identified herein within fifteen days from the date of this notice. All work to remedy the violations identified herein must be completed within 90 days from the receipt of this letter.

If repair work is not commenced within 15 days, the building official may, without further notice, order the buildings on the Property vacated and posted to prevent further occupancy until the work is completed. If the repair work is not commenced or completed within the time specified, proceedings pursuant to Hurst Code of Ordinances Sec. 5-298 and Texas Local Government Code Sec. 214.001 will be commenced. Through such proceedings, which includes a public hearing, the City will seek to have the structures repaired or demolished by the City. The cost of such

demolition or repair will be assessed as a charge against the Property. At any such public hearing, you, a lienholder, or a mortgagee will be required to submit at the hearing proof of the scope of any work that may be required to comply with the ordinance and the time it will take to reasonably perform the work.

Thank you for your attention to this matter.

Respectfully,

Robert Wallace, CBO  
Building Official  
City of Hurst, TX

cc

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7051*

Caleb Moore  
Law Firm of Caleb Moore, PLLC  
2205 Martin Drive, Ste 200  
Bedford, TX 76021

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7068*

Charles H. Mercer  
Ofelia M Mercer  
450 E. Hurst Blvd  
Hurst, Texas 76053

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7075*



---

NOTICE

Notice is hereby given that the City Council of the City of Hurst, Texas will hold a public hearing on September 24, 2019 at Hurst City Hall Council Chambers, 1505 Precinct Line Road, Hurst, Texas 76054, at 6:30 p.m. to decide whether to order the repair, removal or demolition of the substandard building located at 450 E. Hurst Boulevard, Hurst, Texas 76053 and whether to cause the cost of such work to be paid and levied as a special assessment against the property.

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116  
Dakota Place Apartments

Charles H. Mercer  
Ofelia M. Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

450 E. Hurst Blvd, Hurst, Texas  
Block: 14 Lot : A3 of the Holder Estates subdivision (the Property)  
Hurst, Texas 76053

Witness my Hand and the Seal of the City of Hurst, Texas, on this the 29<sup>th</sup> day of August, 2019.

Rita L. Frick  
City Secretary  
City of Hurst

## **NOTICE OF PUBLIC HEARING**

Via CMRRR # 7019 0140 0000 4999 7112  
and First Class U.S. Mail

August 29<sup>th</sup>, 2019

Charles H. Mercer  
Ofelia M. Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

Re. Dakota Place Apartments; 450 E. Hurst Blvd, Hurst, Texas; Block: 14 Lot: A3 of the Holder Estates subdivision (the "Property");

Dear Property Owner:

On August 7<sup>th</sup>, 2019, a notice was sent to you regarding the above referenced property declaring it as substandard as described in Chapter 5, Article VII, Section 5-295 of the City of Hurst Code of Ordinances. A list of deficiencies was attached and an order was issued to repair and rehabilitate all of the required improvements on the above referenced property. The notice granted 15 days to apply for permits to repair and rehabilitate the building and 90 days to complete the work once the permits were issued. Pursuant to Section 5-298 of the City of Hurst Code of Ordinances, the City of Hurst City Council, at the request of the Building Official, calls for a public hearing to be held on September 24<sup>th</sup>, 2019 at 6:30 p.m. in the Council Chambers at the City of Hurst, 1505 Precinct Line Road, Hurst, Texas 76054. A title search has been executed and all interested parties will be notified of the time and place of the public hearing. At that time, either you, a lien holder, or mortgagee will be required to provide proof of the scope of any work you are prepared to perform to bring the property into compliance with current code requirements for minimum housing standards and a reasonable time line for completion.

The following public hearing notice will be filed with the County Clerk's Office and posted at Hurst City Hall:

---

### NOTICE

Notice is hereby given that the City Council of the City of Hurst, Texas will hold a public hearing on September 24, 2019 at Hurst City Hall Council Chambers, 1505 Precinct Line Road, Hurst, Texas 76054, at 6:30 p.m. to decide whether to order the repair, removal or demolition of the substandard buildings located at 450 E. Hurst Boulevard, Hurst, Texas 76053 and whether to cause the cost of such work to be paid and levied as a special assessment against the property.

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116  
Dakota Place Apartments

Charles H. Mercer  
Ofelia M. Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

450 E. Hurst Blvd, Hurst, Texas  
Block: 14 Lot : A3 of the Holder Estates subdivision (the Property)  
Hurst, Texas 76053

Witness my Hand and the Seal of the City of Hurst, Texas, on this the 29<sup>th</sup> day of August, 2019.

Rita L. Frick  
City Secretary  
City of Hurst

---

Please be advised the City of Hurst is prepared to order the buildings to be removed or caused to be removed by a private contractor at the above referenced site, bill the owners for said work, and file a lien on the property if said bill is not paid.

Should you have any questions as to the public hearing or the City's requirements to bring the property into compliance with current standards, please feel free to contact our office Monday through Friday 8:00 a.m. to 5:00 p.m. at 817-788-7088.

Respectfully,

Robert Wallace, CBO  
Building Official  
City of Hurst

cc

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7129*

Caleb Moore  
Law Firm of Caleb Moore, PLLC  
2205 Martin Drive, Ste 200  
Bedford, TX 76021

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7136*

Charles H. Mercer  
Ofelia M Mercer  
450 E. Hurst Blvd  
Hurst, Texas 76053

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7143*

City Council Staff Report

SUBJECT: Conduct a Public Hearing regarding a proposed order for the repair, removal or demolition of property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates subdivision (Dakota Place Apartments)

Supporting Documents:

Legal Notices

Meeting Date: 9/24/2019

Department: Planning and Development

Reviewed by: Michelle Lazo

City Manager Review:

Background/Analysis:

On August 7, 2019, a notice was sent to property owner of 450 E. Hurst Boulevard declaring it as substandard as described in Chapter 5, Article VII, Section 5-295, of the City of Hurst Code of Ordinances. A list of deficiencies was attached and an order was issued to repair and rehabilitate all of the required improvements on the referenced property. The notice granted 15 days to apply for permits to repair and rehabilitate the building and 90 days to complete the work once the permits were issued. During the specified timeframe and to date, no permit applications for the work have been submitted to the City.

Funding Sources and Community Sustainability:

There is no funding impact.

Recommendation:

Staff recommends Council order the structures on the property to be repaired, removed, or demolished no later than October 24, 2019 as in compliance with Chapter 5 of the City of Hurst Code of Ordinances. Should Council elect to allow the repairs to continue beyond 30 days, staff recommends Council set time limits for the completion of the construction with scheduled progress reports submitted to staff.

## **NOTICE OF SUBSTANDARD BUILDINGS**

Via CMRRR # 7019 0140 0000 4999 7044  
and First Class U.S. Mail

August 7<sup>th</sup>, 2019

Charles H. Mercer  
Ofelia M Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

Re: Dakota Place Apartments; 450 E. Hurst Blvd, Hurst, Texas; Block: 14 Lot: A3 of the Holder Estates subdivision (the "Property");

Dear Property Owner:

The purpose of this letter is to provide you notice that I, as the Building Official for the City of Hurst, have determined that the Property referenced herein is dilapidated, substandard, and unfit for human habitation and constitutes a hazard to the public health, safety, and welfare.

In particular, all buildings on the Property are substandard for the following reasons:

- Structural deficiencies in roof structures identified by Childress Engineering Services, Inc. during January 2019 assessment of property are still present.
- Proper removal and remediation of contaminated materials as identified by Farmer Environmental Group, LLC during January 2019 assessment of property has not been completed.
- Appropriate measures have not been taken to correct 775 identified code violations from January 2019 inspection of property by Bureau Veritas.

To comply with the City of Hurst Code of Ordinances, you must – at a minimum – remedy the above-described conditions.

You or your authorized agents must commence work to repair the violations identified herein within fifteen days from the date of this notice. All work to remedy the violations identified herein must be completed within 90 days from the receipt of this letter.

If repair work is not commenced within 15 days, the building official may, without further notice, order the buildings on the Property vacated and posted to prevent further occupancy until the work is completed. If the repair work is not commenced or completed within the time specified, proceedings pursuant to Hurst Code of Ordinances Sec. 5-298 and Texas Local Government Code Sec. 214.001 will be commenced. Through such proceedings, which includes a public hearing, the City will seek to have the structures repaired or demolished by the City. The cost of such

demolition or repair will be assessed as a charge against the Property. At any such public hearing, you, a lienholder, or a mortgagee will be required to submit at the hearing proof of the scope of any work that may be required to comply with the ordinance and the time it will take to reasonably perform the work.

Thank you for your attention to this matter.

Respectfully,

Robert Wallace, CBO  
Building Official  
City of Hurst, TX

cc

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7051*

Caleb Moore  
Law Firm of Caleb Moore, PLLC  
2205 Martin Drive, Ste 200  
Bedford, TX 76021

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7068*

Charles H. Mercer  
Ofelia M Mercer  
450 E. Hurst Blvd  
Hurst, Texas 76053

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7075*



---

NOTICE

Notice is hereby given that the City Council of the City of Hurst, Texas will hold a public hearing on September 24, 2019 at Hurst City Hall Council Chambers, 1505 Precinct Line Road, Hurst, Texas 76054, at 6:30 p.m. to decide whether to order the repair, removal or demolition of the substandard building located at 450 E. Hurst Boulevard, Hurst, Texas 76053 and whether to cause the cost of such work to be paid and levied as a special assessment against the property.

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116  
Dakota Place Apartments

Charles H. Mercer  
Ofelia M. Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

450 E. Hurst Blvd, Hurst, Texas  
Block: 14 Lot : A3 of the Holder Estates subdivision (the Property)  
Hurst, Texas 76053

Witness my Hand and the Seal of the City of Hurst, Texas, on this the 29<sup>th</sup> day of August, 2019.

Rita L. Frick  
City Secretary  
City of Hurst

## **NOTICE OF PUBLIC HEARING**

Via CMRRR # 7019 0140 0000 4999 7112  
and First Class U.S. Mail

August 29<sup>th</sup>, 2019

Charles H. Mercer  
Ofelia M. Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

Re. Dakota Place Apartments; 450 E. Hurst Blvd, Hurst, Texas; Block: 14 Lot: A3 of the Holder Estates subdivision (the "Property");

Dear Property Owner:

On August 7<sup>th</sup>, 2019, a notice was sent to you regarding the above referenced property declaring it as substandard as described in Chapter 5, Article VII, Section 5-295 of the City of Hurst Code of Ordinances. A list of deficiencies was attached and an order was issued to repair and rehabilitate all of the required improvements on the above referenced property. The notice granted 15 days to apply for permits to repair and rehabilitate the building and 90 days to complete the work once the permits were issued. Pursuant to Section 5-298 of the City of Hurst Code of Ordinances, the City of Hurst City Council, at the request of the Building Official, calls for a public hearing to be held on September 24<sup>th</sup>, 2019 at 6:30 p.m. in the Council Chambers at the City of Hurst, 1505 Precinct Line Road, Hurst, Texas 76054. A title search has been executed and all interested parties will be notified of the time and place of the public hearing. At that time, either you, a lien holder, or mortgagee will be required to provide proof of the scope of any work you are prepared to perform to bring the property into compliance with current code requirements for minimum housing standards and a reasonable time line for completion.

The following public hearing notice will be filed with the County Clerk's Office and posted at Hurst City Hall:

---

### NOTICE

Notice is hereby given that the City Council of the City of Hurst, Texas will hold a public hearing on September 24, 2019 at Hurst City Hall Council Chambers, 1505 Precinct Line Road, Hurst, Texas 76054, at 6:30 p.m. to decide whether to order the repair, removal or demolition of the substandard buildings located at 450 E. Hurst Boulevard, Hurst, Texas 76053 and whether to cause the cost of such work to be paid and levied as a special assessment against the property.

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116  
Dakota Place Apartments

Charles H. Mercer  
Ofelia M. Mercer  
2631 Webb Chapel Ext  
Dallas, Texas 75220

450 E. Hurst Blvd, Hurst, Texas  
Block: 14 Lot : A3 of the Holder Estates subdivision (the Property)  
Hurst, Texas 76053

Witness my Hand and the Seal of the City of Hurst, Texas, on this the 29<sup>th</sup> day of August, 2019.

Rita L. Frick  
City Secretary  
City of Hurst

---

Please be advised the City of Hurst is prepared to order the buildings to be removed or caused to be removed by a private contractor at the above referenced site, bill the owners for said work, and file a lien on the property if said bill is not paid.

Should you have any questions as to the public hearing or the City's requirements to bring the property into compliance with current standards, please feel free to contact our office Monday through Friday 8:00 a.m. to 5:00 p.m. at 817-788-7088.

Respectfully,

Robert Wallace, CBO  
Building Official  
City of Hurst

cc

Admirals Bank  
200 Clarendon Street, 22<sup>nd</sup> FL  
Boston, MA 02116

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7129*

Caleb Moore  
Law Firm of Caleb Moore, PLLC  
2205 Martin Drive, Ste 200  
Bedford, TX 76021

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7136*

Charles H. Mercer  
Ofelia M Mercer  
450 E. Hurst Blvd  
Hurst, Texas 76053

*via First Class Mail and  
CMRRR # 7019 0140 0000 4999 7143*

ORDINANCE 2450 (a)

AN ORDINANCE ADOPTING THE BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020 FOR THE CITY OF HURST, TEXAS

WHEREAS, in accordance with Article 5 of the Hurst Charter, the city manager has at least 35 days prior to the beginning of the 2019-2020 budget year to submit to the City Council a budget and an explanatory budget message with the form and content as prescribed by the Council. The Council determined that public hearings should be held at a time and place, which was set forth in a notice published at least seven days prior to said hearing; and,

WHEREAS, such public hearing on the budget was duly held and all interested persons given an opportunity to be heard for or against any item therein.

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

Section 1: THAT the budget for the City of Hurst, Texas, for the fiscal period beginning October 1, 2019, and ending September 30, 2020, in words and figures as shown therein is adopted and approved as filed herewith.

Section 2: THAT eligible and remaining fund balances from Fiscal Year 2018-2019, as calculated by Fiscal Services and approved by the City Manager, are hereby appropriated and transferred to the Special Projects Fund and other Internal Services Funds as needed to ensure financial sustainability.

Section 3: THAT the city manager be and is hereby authorized to make interdepartmental and interfund transfers during the fiscal year as deemed necessary in order to avoid over-expenditure of particular accounts.

Section 4: THAT the city manager or his designee be and is hereby authorized to invest any funds not needed for current use in accordance with the approved City of Hurst Investment Policy. Interest accrued from investments shall be deposited to the interest income account of the funds from which the principal was invested.

AND IT IS SO ORDERED.

Passed on the first reading on the 10<sup>th</sup> day of September 2019 by a vote of 6 to 0.

Approved on the second reading on the 24th day of September 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 Ordinance 2450 (b) Ratifying the Property Tax Revenue Increase Reflected in the Fiscal Year 2019-2020 Budget

Supporting Documents:

Ordinance 2450 (b)

Meeting Date: 9/24/2019

Department: Fiscal Services

Reviewed by: Clayton Fulton

City Manager Review:

Background/Analysis:

There are special requirements for cities that propose a budget that raises more revenue from property taxes than raised in the previous year's budget. Section 102.007(c) of the Local Government Code requires a separate vote of the City Council to ratify the property tax revenue increase included in the City's proposed 2019-2020 budget.

When the revenues raised by property taxes in the City of Hurst Proposed Operating Budget for Fiscal Year 2019-2020 are compared to the revenues raised by property taxes in the City of Hurst, Texas Annual Operating Budget for Fiscal Year 2018-2019, the result is an increase of \$2,051,709 or 12.10% in property tax revenues for the General Fund Operating Budget and the Interest & Sinking Fund Budget.

The City's tax rate is proposed to increase by 1.7299 cents from \$0.58 to \$0.597299 per \$100 of taxable property values. The net property tax revenue increase of \$2,051,709 will be used to support additional debt obligations for an animal shelter and street reconstruction, offset revenue losses in sales tax and court revenues, to absorb the cost of state mandates, to ensure the City's pay and benefits program remains competitive with surrounding municipalities, ensure appropriate staffing in public safety, and to help fund public safety equipment and other items as presented on August 27, 2019 during the public hearing on the FY 20 proposed budget.

Funding and Sources and Community Sustainability:

The FY 20 budget's largest funding source is property tax revenue that is established by the certified values from the Tarrant Appraisal District and by the proposed tax rate. The Council held two public hearings on the proposed tax rate, which demonstrates our community values of Stewardship, Inclusiveness, and Positive

Environment. Staff believes the proposed budget was developed based upon the tenants of the Hurst Way and is consistent with the Council's Strategic Priorities.

Recommendation:

In compliance with the Local Government Code, adoption of Ordinance 2450 (b) will ratify the property tax revenue increase in the 2019-2020 fiscal year budget.

ORDINANCE 2450 (b)

AN ORDINANCE RATIFYING THE PROPERTY TAX REVENUE INCREASE REFLECTED IN THE BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020 FOR THE CITY OF HURST, TEXAS

WHEREAS, the budget for the City of Hurst, Texas, for the fiscal period beginning October 1, 2019, and ending September 30, 2020, in words and figures has been adopted by Ordinance 2450 (a); and

WHEREAS, Section 102.007(c) of the Local Government Code requires a separate vote of the governing body to ratify the property tax revenue increase reflected in the budget.

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

Section 1: THAT the City Council hereby votes to "ratify" the property tax revenue increase reflected in the budget as adopted by Ordinance 2450 (a).

AND IT IS SO ORDERED.

Passed on the first reading on the 10<sup>th</sup> day of September 2019 by a vote of 6 to 0.

Approved on the second reading on the 24<sup>th</sup> day of September 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: Adoption of Ad Valorem Tax Rate	
Supporting Documents:	
Ordinance 2451	<p>Meeting Date: 9/24/2019</p> <p>Department: Fiscal Services</p> <p>Reviewed by: Clayton Fulton</p> <p>City Manager Review:</p>
Background/Analysis:	
<p>According to Section 26.05 of the Tax Code, a taxing unit may not impose property taxes in any (fiscal) year until the governing body has adopted a tax rate for that year.</p> <p>Senate Bill 18, as passed by the 79<sup>th</sup> Legislature, requires the following language in caps and larger font placed in the Ordinance adopting a maintenance and operations tax rate that is higher than the effective maintenance and operations tax rate. Substantially similar information is required to be posted on the home page of the City's Internet website if the proposed rate is adopted.</p> <p><b>"THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.0 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$35."</b></p>	
Funding and Sources Community Sustainability:	
<p>The proposed tax rate funds the FY 20 budget, which was previously adopted. Taxes are assessed per \$100 of taxable value as established by the Tarrant Appraisal District. In accordance with our Community Values, the Council held two public hearings to allow for comment on the proposed tax rate. The FY 20 budget was developed based upon the tenants of the Hurst Way and is consistent with the Council's Strategic Priorities. The proposed tax rate will provide the necessary property tax revenue to fund the FY 20 budget.</p>	

Recommendation:

The City Council is required, under state law, to make the following motion:

With the adoption of Ordinance 2451, "I move that the property tax rate be increased by the adoption of a tax rate of \$0.597299, which is effectively a 9.6% increase in the tax rate"

ORDINANCE 2451

AN ORDINANCE SETTING THE TAX RATE FOR THE CITY OF HURST FOR THE 2019 TAX YEAR

WHEREAS, the City of Hurst has followed the procedures established by the Property Tax Code and Local Government Code, including the publishing and posting of required notices and the holding of required public hearings; and

WHEREAS, the City Council has approved separately each of the two components of the tax rate as hereinafter set forth; and

WHEREAS, THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.0 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$35.

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

Section 1. THAT there shall be and there is hereby levied the following taxes on each One Hundred Dollars (\$100.00) of valuation on all taxable property within the City of Hurst, Texas, to be assessed and collected for tax year 2019 the purposes hereinafter stipulated, to-wit:

- (a) For the General Fund (operations and maintenance) levied on the \$100.00 valuation: \$0.478236; and
- (b) For the interest and sinking fund levied on the \$100.00 valuation: \$0.119063.

TOTAL            \$0.597299

AND IT IS SO ORDERED.

Passed on the first reading on the 10<sup>th</sup> day of September 2019 by a vote of 6 to 0.

Approved on the second reading on the 24th day of September 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

SUBJECT: Consider approval of Water and Wastewater Rates for Fiscal Year 2019-2020

Supporting Documents:

Ordinance 2452

Meeting Date: 9/24/2019

Department: Fiscal Services

Reviewed by: Clayton Fulton

City Manager Review:

Background/Analysis:

The Fiscal Services, Utility Billing and Public Works Departments analyzed the proposed Water and Wastewater Services budget for Fiscal Year 2019-2020 and propose an across the board rate increase of 2%. The proposed water and sewer rates are expected to result in a sound financial position for the Enterprise Fund in 2019-2020. However, weather and consumption trends can quickly improve or deteriorate the Enterprise Fund's annual financial performance. The above average rainfall in the current fiscal year has resulted in decreased consumption, which has impacted City water sales.

Wholesale water costs continue to be the largest portion of the annual Enterprise Fund budget comprising over 40% of the total annual budget. We participate in regional utility projects like the Trinity River Authority's Walker Calloway Branch sewer project, which impact our wholesale rates. These projects are necessary to ensure quality infrastructure our community relies on every day. Since fiscal year 2012-2013, wholesale costs have increased 31% while consumption has decreased 5% over that same time period. Wholesale costs coupled with the City's efforts to smooth revenue variability, associated with weather patterns and water conservation efforts, will make an increase in water and wastewater rates necessary for Fiscal Year 2019-2020.

Based upon industry experts, the City has followed a rate smoothing policy where we approve small incremental increases to avoid substantial increases in the future. This policy has resulted in an average rate increase of 3.55% since 1997. Recent increases have been below the 24-year average. The City's efforts to smooth out rate increases ensures our ability to pay the cost of our wholesale water/wastewater supply and continue to invest in critical infrastructure, and more efficiently address the impact of weather patterns. Under our rate smoothing policy and based upon our financial analysis, staff recommends the 2% increase to the current utility rates for FY 2019-2020. Based on 8,000 gallons' usage, the increase is approximately \$2.10 per month. Commercial customers will also continue to pay an additional base fee of \$4 or \$12

per month depending upon meter size. There are no proposed changes to these additional base fee amounts for FY 2019-2020. It is important to note that apartment complexes and other multi-unit properties pay the additional base fee on a per unit basis. Both water and wastewater rates are proposed to change this year. This rate increase of 2% is directly attributed to the increase in wholesale costs. The current and proposed rates are as follows:

**WATER AND WASTEWATER RATES**  
(Current and Proposed/Inside City Limits)

<b>Water</b>	<b>Current</b>	<b>Proposed</b>
Minimum 2,000 gallons*	\$17.52*	\$17.87*
Over 2,000 gallons	\$7.04/1,000 gallons	\$7.18/1,000 gallons
<b>Water – Fire Hydrant or Temporary Meter</b>		
Minimum 2,000 gallons*	\$26.28*	\$26.80*
Over 2,000 gallons	\$10.56/1,000 gallons	\$10.77/1,000 gallons
<b>Wastewater - Residential</b>		
Minimum	\$12.68	\$12.93
First 12,000 gallons	\$4.07/1,000 gallons	\$4.15/1,000 gallons
Maximum Charge	\$61.52	\$62.73
<b>Wastewater - Commercial</b>		
Minimum*	\$12.68*	\$12.93*
All	\$4.07/1,000 gallons	\$4.15/1,000 gallons

\* An additional base fee of \$4 or \$12 /mo. (based on meter size) for commercial accounts is proposed to remain in effect for FY 2019-2020.

**Funding and Sources and Community Sustainability:**

Increased revenues from the 2% increase in utility rates will be used to support the FY 20 budget. Based upon the tenants of the Hurst Way, with particular focus on Financial Sustainability, staff worked with a consultant to evaluate the City's current budgetary needs, available resources, and revenue sources. Based upon a thorough analysis and considering the community values of Stewardship and Respect, staff looked at every customer class and evaluated the impact upon various consumption levels, within each class, and believe the 2% increase is fair to the City, utility

customers, and those bond holders who have invested in the City's water and wastewater infrastructure.

Recommendation:

Staff recommends that the City Council approve Ordinance 2452, including the proposed Water and Wastewater rates effective October 1, 2019, to be included in all City utility bills processed on, or after, November 1, 2019.

ORDINANCE 2452

AN ORDINANCE AMENDING SECTIONS 26-22(1), 26-60(1) AND (2), AND 26-67 (b) OF THE HURST CODE OF ORDINANCES; UPDATING THE CHARGES FOR WATER SERVICE AND WASTEWATER SERVICE TO ALL CUSTOMERS AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Council has been advised by its staff that it is necessary to raise water and wastewater rates in order to insure the fiscal integrity of the utility system; and

WHEREAS, the City Council finds that the rates herein promulgated are no more than what is required in order to preserve such fiscal integrity.

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

Section 1: THAT Section 26-22(1) of the Hurst Code of Ordinances be amended to read as follows:

"Section 26-22. Rates established for water.

The following monthly rates shall be charged by the water department for water:

- (1) Inside city limits—Single-family and commercial rates:
  - a. First 2,000 gallons (minimum charge) \$17.87
  - b. All over 2,000 gallons, per 1,000 gallons \$ 7.18
  - c. For commercial accounts only an additional minimum base charge is added as follows:
    - i. Meter Sizes of 1 inch or smaller \$ 2.00
    - ii. Meter Sizes greater than 1 inch \$ 7.00

Section 2: THAT Section 26-60(1) and (2) of the Hurst Code of Ordinances be amended to read as follows:

"Section 26-60. Rates for Service Inside City Limits.

The following schedules of rates per month, or fraction thereof, shall be the basis for determining charges to customers as

specified for rendering wastewater service, where the wastewater produced by such customer is normal sewage and where such customer is located within the City:

- (1) A minimum charge of twelve dollars and ninety-three cents (\$12.93) shall be charged to all wastewater customers for each residential or business occupancy; provided, however, if multiple occupancies are served with a single water meter, the minimum charge shall be computed at ninety (90) percent of dwelling units, business occupancies or mobile homes, whichever is applicable, times the minimum charge established herein for individual customers.

For commercial accounts only, an additional minimum or base charge is added as follows: meter sizes of 1 inch or smaller add \$2.00 and meter sizes greater than 1 inch add \$5.00. The \$2.00 and \$5.00 charge shall be computed for multiple occupancy businesses as previously described in this section.

- (2) A monthly volume charge shall also be charged to all wastewater customers in the amount of four dollars and fifteen cents (\$4.15) per one thousand (1,000) gallons of water used or wastewater produced as more specifically set forth hereinafter...."

Section 3: THAT Section 26-67(b) of the Hurst Code of Ordinances be amended to read as follows:

"Sec. 26-67. Fees and charges.

- (b) Monitoring, sampling and analytical fees for significant industrial users. These users may be sampled by the authority no less frequently than semi-annually and charged for the laboratory and sampling services. Laboratory and sampling fees assessed are based on the types of service rendered and categories of analysis. Such fees shall be set forth and established according to the annual budget process.

Wastewater rate fees (additional fees may be applied):

BOD strength charge, per pound as determined and approved by the City of Ft. Worth

TSS strength charge, per pound as determined and approved by the City of Ft. Worth

Section 4: THAT the rates herein established shall be effective on all bills processed on or after November 1, 2019.

AND IT IS SO ORDERED.

Passed on the first reading on the 10<sup>th</sup> day of September 2019 by a vote of 6 to 0.

Approved on the second reading on the 24th day of September 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: Approval of Ordinance 2454 amending the City of Hurst Code Of Ordinances Section 27-24 "Non-Conforming Uses" by adding Section 27-24(n) regarding Non-Conforming Uses created by right-of-way acquisition by a governmental agency

Supporting Documents:

Legal notice

Meeting Date: 9/24/2019  
 Department: Development  
 Reviewed by: Michelle Lazo  
 City Manager Review:

Background/Analysis:

The proposed update to the City's zoning ordinance ensures property owners that any zoning violation, due to right-of-way acquisition, by any governmental agency will be treated as a nonconforming use, allowing uses to continue subject to regulations specified in Section 27-24.

The ordinance does specify that the allowance of the nonconformity would not apply if the property owner was offered compensation for the demolition, removal, relocation or replacement of improvements.

Funding Sources and Community Sustainability:

There is no fiscal impact.

This ordinance is a direct representation of Council's goal for Redevelopment.

Recommendation:

Staff recommends City Council approve Ordinance 2454 amending the City of Hurst Code of Ordinances Section 27-24 "Non-Conforming Uses" by adding Section 27-24(n) regarding Non-Conforming Uses created by right-of-way acquisition by a governmental agency.



## **LEGAL NOTICE**

**A PUBLIC HEARING WILL BE HELD BY THE HURST CITY COUNCIL ON TUESDAY, SEPTEMBER 24, 2019 AT 6:30 P.M. AT 1505 PRECINCT LINE ROAD TO CONSIDER AMENDING CITY OF HURST CODE OF ORDINANCES SECTION 27-24 "NONCONFORMING USES" BY ADDING SECTION 27-24(n) REGARDING NONCONFORMING USES CREATED BY THE RIGHT-OF-WAY ACQUISITION BY GOVERNMENTAL AGENCY;**

## ORDINANCE 2454

**AN ORDINANCE AMENDING CITY OF HURST CODE OF ORDINANCES SECTION 27-24 “NONCONFORMING USES” BY ADDING SECTION 27-24(n) REGARDING NONCONFORMING USES CREATED BY THE RIGHT-OF-WAY ACQUISITION BY GOVERNMENTAL AGENCY; DETERMINING THAT THE CHANGE IS IN ACCORDANCE WITH A COMPREHENSIVE PLAN FOR THE PURPOSE OF PROMOTING THE PUBLIC INTEREST, MORALS AND GENERAL WELFARE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

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

**WHEREAS**, the City Council of the City of Hurst, Texas, does find that there is a public necessity for the zoning change, that the public demands it, that the public interest clearly requires the amendment, that the zoning change does not unreasonably invade the rights of those who bought or improved property with reference to the classification which existed at the time their original investment was made; and

**WHEREAS**, the City Council is of the opinion that the zoning change 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; and

**WHEREAS**, the City is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the 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.

**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**, Sec 27-24 of the Code of Ordinances of the City of Hurst is hereby amended by adding Sec. 27-24(n), which shall read as follows:

(n) *Right-of-way acquisition by governmental agency.*

(1) Definitions. As used in this section, the following terms shall have the respective meanings ascribed to them:

- a. Governmental agency shall mean the United States of America, State of Texas, County of Tarrant, the City of Hurst, or any other governmental agency with the ability to exercise eminent domain powers.

- b. Right-of-way acquisition shall mean the securing of right-of-way through negotiation, purchase, bargain, trade, donation, condemnation, or other means by use or threat of eminent domain, but not including the dedication of right-of-way through platting or zoning processes.
  - c. Damages to the remainder shall mean the diminution or reduction of value of the remainder property suffered as a result of the acquisition of a portion of property for a public purpose.
- (2) *Exemption permitted.* In the event a right-of-way acquisition by a governmental agency causes a property or its existing improvements to be in violation of a city zoning ordinance, subdivision rule, or other land use regulation or ordinance, the property shall be exempt from the provision to the extent the violation is caused by the right-of-way acquisition, subject to the following:
- a. *Zoning change.*
    - 1. The exemption shall not apply to a property that undergoes a zoning change initiated by the property owner subsequent to the right-of-way acquisition; instead, the property shall have a non-conforming status to the extent that any nonconformance with city ordinances resulted from a right-of-way acquisition by a governmental agency prior to the rezoning, and shall be treated as a nonconforming use or structure pursuant to the city's comprehensive zoning ordinance.
    - 2. A zoning change initiated by the city shall not cause a property to lose the exemption provided by this section for property affected by right-of-way acquisitions.
  - b. *Safety Hazard.* Nothing in this provision shall be construed to permit any site element to create a traffic safety hazard or another life safety hazard.
  - c. *Compensation for noncompliance.*
    - 1. The exemption shall not apply to property if the right-of-way acquisition renders the remainder of the property unusable, and the governmental agency compensates the property owner for the damage to the remainder. Where such compensation is provided, the property owner is responsible for any curative measures necessary to bring the property in compliance with city codes, ordinances, and regulations.
    - 2. The exemption shall not apply to the property if the governmental agency offered compensation to the property owner for demolition, removal, relocation, or replacement of improvements or other measures curative of the violation of city codes or ordinances caused by the right-of-way acquisition.
    - 3. For property ineligible for an exemption by this subsection (c), the director of planning and community development is authorized to provide notice to any affected property owner, lienholder, and/or certificate of occupancy holder, listing any items of noncompliance; and file an affidavit in the Tarrant County Deed Records noting the item(s) of noncompliance, advising that compensation was paid for such noncompliance, and that a certificate of occupancy shall not issue until such

noncompliance is cured. Once the property and its improvements are brought into full compliance with all applicable ordinances of the city, the planning director is authorized to file an affidavit in the Tarrant County Deed Records noting such compliance.

- 4. If a property is ineligible for an exemption by this subsection (c), the building official is authorized to revoke a certificate of occupancy of any building or structure for noncompliance with a code, ordinance, or regulation. The Codes, Appeals and Advisory Board is authorized to issue an order of demolition a minimum of 90 days after the certificate of occupancy has been revoked for any building or structure on property ineligible for an exemption under subsection (c).

(3) *Effective date.* The provisions of this section shall apply to any property acquired by eminent domain after October 22, 2019.

**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 take effect immediately following its passage, approval, and publication as provided by law, and it is accordingly so ordained.

**AND IT IS SO ORDERED.**

Passed on the first reading on the 24<sup>th</sup> day of September 2019 by a vote of \_\_\_ to \_\_\_.

Approved on the second reading on the 22<sup>nd</sup> day of October 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: Approval of Resolution 1747 nominating candidates to the Tarrant Appraisal District (TAD) Board of Directors

Supporting Documents:

Resolution 1747  
 Tarrant Appraisal District Letter

Meeting Date: 9/24/2019

Department: Legislative and Judicial Services

Reviewed by: Rita Frick

City Manager Review:

Background/Analysis:

The terms of service for the five members of the Tarrant Appraisal District Board of Directors expire on December 31, 2019. Each eligible taxing unit may nominate one candidate for each of the five positions. It is not required to make any nominations.

The appointment calendar is as follows:

1. October 15, 2019            Nominations by resolution or official action
2. October 30, 2019           Ballots listing nominees delivered to Presiding Officer
3. December 15, 2019        Entity submits votes by resolution to Chief Appraiser
4. December 31, 2017        Five (5) nominees receiving largest cumulative vote totals are elected
5. January 1, 2020            Board takes office for two-year term

The qualifications of nominees are outlined below:

- ) Reside in Tarrant County for at least two years prior to January 1, 2020.
- ) An individual is ineligible to serve if they are an employee of a taxing unit, unless that employee is also an elected official of the governing body.
- ) An individual is ineligible to serve as a director if the individual has engaged in the business of appraising property for compensation, or is related to a person that engages in appraising property for compensation, and may be used in proceedings within the appraisal district.
- ) An individual is ineligible to serve if they represent property owners for compensation in proceedings in the appraisal district at any time during the preceding five years.

- ) An individual is ineligible to serve if they are employed by the appraisal district.
- ) An individual is ineligible to serve if they own property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the individual should have known of the delinquency.
  - Unless the taxes are being paid under an installment agreement,
  - Or a suit to collect the delinquent taxes is deferred or abated.
- ) An individual is ineligible to serve if the individual, or a business in which the individual has a substantial interest, enters into a contract with the appraisal district, or enters into a contract with a taxing unit in the district, if that contract relates to the performance of an activity governed by Title 1 of the Texas Property Tax Code (for example, appraising property for tax purposes or determining eligibility for exemptions). A substantial interest exists where the individual and spouse have a combined ownership of at least 10% of the voting stock or shares of a business, or either of them is a partner, limited partner or an officer.

Following are the current Board of Directors:

Joe Potthoff, Mike O'Donnell, Mark Wood, John Molyneaux, Michael Leyman, Wendy Burgess-Tax Assessor- Collector

Funding and Sources and Community Sustainability:

There is no fiscal impact.

Recommendation:

Staff recommends if City Council wishes to nominate candidates to the Tarrant Appraisal District Board of Directors, they approve Resolution 1747 making the nomination(s) of \_\_\_\_\_.

**RESOLUTION 1747**

**WHEREAS,** the terms of service for five members of the Tarrant Appraisal District Board of Directors will expire on December 31, 2019; and

**WHEREAS,** the City of Hurst is entitled to nominate candidates to serve on the Board of Directors of the Tarrant County Appraisal District.

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

**Section 1:** **THAT** the City of Hurst nominates the following person(s) for election to the position of Director of the Tarrant County Appraisal District:

**AND IT IS SO RESOLVED.**

PASSED by a vote of \_\_\_ to \_\_\_ on this the 24th day of September 2019.

**ATTEST:**

**CITY OF HURST**

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

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

**Approved as to form and legality:**

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



RECEIVED

SEP 12 2019

CITY SECRETARY'S  
OFFICE

Jeff Law  
Executive Director  
Chief Appraiser

September 10, 2019

Mr. Henry Wilson  
Mayor  
City of Hurst  
1505 Precinct Line Road  
Hurst, Texas 76054

Dear Mr. Wilson:

The terms of service for our five members of the Board of Directors (Directors) will expire on December 31, 2019 and it is time to begin the process of conducting an election for the 2020-2021 term.

Based on the amount of the 2018 adjusted tax levy imposed by each eligible taxing unit, we have calculated the number of votes for your entity in accordance with the Texas Property Tax Code. The enclosed list will provide you with that information.

The first step in the procedure is the nomination of candidates for director. Each voting unit may nominate one candidate for each of the five positions to be filled. You are not required to make any nomination or you may nominate any number up to five. The County Tax Assessor/Collector is automatically a non-voting member of the Board of Directors by law.

In order to be eligible to serve as a director, the 2019 nominees must have resided in Tarrant County for at least two years prior to January 1, 2020. They may serve on the governing body, as an elected official, of a taxing unit in the County and still be eligible to serve as a Director. However, the Tax Code identifies the following list which makes an individual ineligible to serve as director;

- An individual is ineligible to serve if they are an employee of a taxing unit, unless that employee is also an elected official of the governing body.
- An individual is ineligible to serve as a director if the individual has engaged in the business of appraising property for compensation, or is related to a person that engages in appraising property for compensation, and may be used in proceedings within the appraisal district.
- An individual is ineligible to serve if they represent property owners for compensation in proceedings in the appraisal district at any time during the preceding five years.
- An individual is ineligible to serve if they are employed by the appraisal district.

- An individual is ineligible to serve if they own property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the individual should have known of the delinquency.
  - Unless the taxes are being paid under an installment agreement,
  - Or a suit to collect the delinquent taxes is deferred or abated.
- An individual is ineligible to serve if the individual, or a business in which the individual has a substantial interest, enters into a contract with the appraisal district, or enters into a contract with a taxing unit in the district, if that contract relates to the performance of an activity governed by Title 1 of the Texas Property Tax Code (for example, appraising property for tax purposes or determining eligibility for exemptions). A substantial interest exists where the individual and spouse have a combined ownership of at least 10% of the voting stock or shares of a business, or either of them is a partner, limited partner or an officer.

If you have questions concerning the qualifications of nominees for a Board position, please call.

The nominations for Directors, which must be made in an open meeting of your taxing unit, should be submitted by the presiding officer to the Chief Appraiser in the form of a resolution or other official process adopted by the governing body by October 15, 2019, giving the names and addresses of the nominees. A current resume or vita should be included so we may determine eligibility or ineligibility before the final ballot is created.

The elections calendar is as follows:

By October 15, 2019	Nominations by resolution or official action
By October 30, 2019	Ballots listing nominees delivered to Presiding Officer
By December 15, 2019	Entity submits votes by resolution to Chief Appraiser
By December 31, 2019	Five (5) nominees receiving largest cumulative vote totals are elected
January 1, 2020	Board takes office for two year term

The duties of the Board are outlined in Chapter 6, Texas Property Tax Code. If you have questions, please do not hesitate to call.

Sincerely,



Jeff Law  
Executive Director  
Chief Appraiser

JL:ct  
Encl.  
Mr. Clay Caruthers

TARRANT APPRAISAL DISTRICT  
 2019 Calculation of Taxing Entity Votes for Board of Directors  
 Per Section 6.03(d) of Texas Property Tax Code

	2018 TAXES IMPOSED	% OF TOTAL	2019 VOTES
<b>School Districts:</b>			
Aledo	\$ 4,422,386	0.10270%	5
Arlington	\$ 387,742,841	9.00408%	450
Azle	\$ 21,552,124	0.50048%	25
Birdville	\$ 145,780,948	3.38529%	169
Burleson	\$ 26,484,960	0.61503%	31
Carroll	\$ 121,637,201	2.82463%	141
Castleberry	\$ 10,263,752	0.23834%	12
Crowley	\$ 107,398,244	2.49398%	125
Eagle Mountain/Saginaw	\$ 145,123,350	3.37002%	168
Everman	\$ 20,636,822	0.47922%	24
Fort Worth	\$ 497,308,653	11.54840%	577
Godley	\$ 1,195,386	0.02776%	1
Grapevine/Colleyville	\$ 209,100,626	4.85569%	243
Hurst/Euless/Bedford	\$ 173,039,168	4.01828%	201
Keller	\$ 273,591,344	6.35328%	318
Kennedale	\$ 20,590,320	0.47814%	24
Lake Worth	\$ 16,835,674	0.39095%	20
Lewisville	\$ 3,016,101	0.07004%	3
Mansfield	\$ 202,021,083	4.69129%	235
Northwest	\$ 123,007,336	2.85645%	143
White Settlement	\$ 30,827,960	0.71588%	36
<b>Total Schools</b>	<b>\$ 2,541,576,278</b>	<b>59.01994%</b>	<b>2951</b>
<b>Cities:</b>			
Arlington	\$ 163,132,652	3.78823%	189
Azle	\$ 4,938,908	0.11469%	6
Bedford	\$ 22,708,215	0.52733%	26
Benbrook	\$ 13,094,468	0.30408%	15
Blue Mound	\$ 829,947	0.01927%	1
Burleson	\$ 5,670,408	0.13168%	7
Colleyville	\$ 17,106,631	0.39725%	20
Crowley	\$ 6,843,564	0.15892%	8
Dalworthington Gardens	\$ 1,936,069	0.04496%	2
Edgecliff Village	\$ 624,228	0.01450%	1
Euless	\$ 20,400,613	0.47374%	24
Everman	\$ 2,087,446	0.04847%	2
Flower Mound	\$ 936,916	0.02176%	1

Forest Hill	\$	5,232,817	0.12152%	6
Fort Worth	\$	514,293,901	11.94282%	597
Grand Prairie	\$	50,973,677	1.18370%	59
Grapevine	\$	25,861,193	0.60054%	30
Haltom City	\$	14,806,074	0.34382%	17
Haslet	\$	2,612,161	0.06066%	3
Hurst	\$	17,581,020	0.40826%	20
Keller	\$	24,207,504	0.56214%	28
Kennedale	\$	5,254,379	0.12202%	6
Lakeside	\$	541,834	0.01258%	1
Lake Worth	\$	2,156,720	0.05008%	3
Mansfield	\$	46,256,559	1.07416%	54
N. Richland Hills	\$	32,146,266	0.74649%	37
Pantego	\$	1,383,058	0.03212%	2
Pelican Bay	\$	337,581	0.00784%	0
Reno	\$	36,659	0.00085%	0
Richland Hills	\$	4,262,582	0.09898%	5
River Oaks	\$	2,296,423	0.05333%	3
Roanoke	\$	550,388	0.01278%	1
Saginaw	\$	8,905,965	0.20681%	10
Sansom Park	\$	1,211,714	0.02814%	1
Southlake	\$	34,641,771	0.80444%	40
Trophy Club	\$	581,025	0.01349%	1
Watauga	\$	8,140,475	0.18904%	9
Westlake	\$	1,987,753	0.04616%	2
Westover Hills	\$	2,200,112	0.05109%	3
Westworth Village	\$	1,315,628	0.03055%	2
White Settlement	\$	6,463,879	0.15010%	8
<b>Total Cities</b>	\$	<b>1,076,549,182</b>	<b>24.99939%</b>	<b>1250</b>
<b>Other:</b>				
Tarrant County	\$	434,780,216	10.09637%	505
Tarrant County College	\$	253,395,306	5.88429%	294
<b>Total Other</b>	\$	<b>688,175,522</b>	<b>15.98066%</b>	<b>799</b>
<b>Total All</b>	\$	<b>4,306,300,982</b>	<b>100%</b>	<b>5000</b>

COUNTY OF TARRANT

STATE OF TEXAS

On the 15<sup>th</sup> day of August 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 ) Members
- Bob Hampton )
- Doris Young )
- Barbara Albright )
- Marcy Davis )
- Marie Perry ) Alternates
- Elaine Wicker )
- Kyle Gordon ) Executive Director of Community Services
- Teri Smith ) Community Services Administrative Assistant
- Linda Rea ) Senior Center Director
- Michelle Varley ) Activities Supervisor
- Hannah Titony ) Community Services Management Assistant

with the following members absent: Durwood Foote, 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 July 18, 2019 meeting were approved as written.
- IV. Senior Center Director’s Report**
  - A. Statistical Report for July:** The Statistical Report for July was distributed to the Board and reviewed by Linda Rea.

<u>July</u>	
Center Attendance.....	12,738
Number of Members.....	1,962
Volunteer Hours.....	1,367
Net Revenue.....	\$ 18,063
Fitness Center Attendance.....	2,778
Class Attendance.....	3,095
Aquatics.....	166

**B. Programs & Events Report:** The Programs & Events Report for July 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**

None at this time.

**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 Public Library from 9:00 to 10:30 a.m. She informed the Board of the Seniors Continuing Education Program offered at Tarrant County College.

2. **Personnel Update:** Kyle Gordon reported that Hannah Titony has been promoted to the position of Community Services Management Assistant. The Board congratulated Ms. Titony.

**V. Communications**

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

**VI. New Business**

None at this time

**VII. Informational Items**

**A. Program Highlight – National Senior Center Month:** Michelle Varley reported that September is National Senior Center Month and the theme this year is *Key to Aging Well*. Staff is going to post questions on the Hurst Senior Center Facebook page and at the Senior Center regarding the aging process and Senior Center operations. These questions will hopefully provide good feedback from Senior Center members on future programming ideas.

**B. Senior Aquatics Program:** Kyle Gordon informed the Board that due to some maintenance issues at the Heritage Village Residences swimming pool it was closed for almost a week in late July and into early August. The pool is back in good working order and Staff is continuing to monitor the pool conditions daily. Mr. Gordon informed the Board that if maintenance issues continue to occur, the City will have to explore other programming options.

**C. Quilt Raffle:** Michelle Varley noted that a quilt was donated to the Senior Center and tickets will be on sale in September to raffle off the quilt. All proceeds will benefit the Senior Center's donation fund.

- D. **National Recreation and Parks Month Update:** Ms. Varley stated that last month was National Recreation and Parks Month and the Senior Center hosted activities including Summer Fun with the Grandkids, Frozen Friday with 104 in attendance, Variety Game Night, and a pool tournament with 36 in attendance.
- E. **Heritage Village Presents:** Hannah Titony gave a brief overview of the Heritage Village Presents Fall events including Salsa y Salsa on September 5<sup>th</sup>, Dogtoberfest on October 3<sup>rd</sup>, and Movie in the Park on November 1<sup>st</sup>.
- F. **Holiday Closure:** Kyle Gordon reminded the Board that the Senior Center will be closed Monday, September 2<sup>nd</sup> in observance of the Labor Day holiday.

**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 11:44 a.m.

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

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

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

STATE OF TEXAS

On the 15th day of August 2019 at 6:00 p.m., the Parks and Recreation Board of the City of Hurst, Texas, convened 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	)	
Will Blackburn	)	Alternates
Jessica Martin	)	
Kyle Gordon	)	Executive Director of Community Services
Hannah Titony	)	Community Services Management Assistant
Chris Watson	)	Recreation Director
Eric Starnes	)	Director of Facilities & Project Management
Paige Lutz	)	Recreation Administrative Assistant

with no members absent, 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.

***At the request of Staff, the following items were moved to the top of the Agenda.***

- X. **Board Member and Citizen Comments:** Alan Neace introduced Recreation Center Member, Michael McCarter. Mr. McCarter inquired about making changes to the policy regarding allowing outside personal trainers, not under City contract, to train clients in the Recreation Center. After Mr. McCarter spoke, the recommendation was made to place the issue on the agenda for the next regular meeting.
- III. **Approval of Minutes:** Alan Neace informed the Board that the minutes of the July 18, 2019 Regular Meeting have been amended. After review, he asked the Board to approve the amended minutes. Ralph Hurd made a motion to approve the minutes of the July 18, 2019 regular meeting as amended; Pat King seconded the motion.

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

NOES: None

**IV. Staff Report:****A. Director's Report:**

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

<u>July</u>	
Recreation Center	15,677
Classroom Programs	1,838
Fitness Center	4,872
Tennis Center	1,074
Facility Rentals	160
Active Members	2,564

2. **Program Highlight:** Mr. Watson reported that the August Program Highlight features the Judo Program. This very popular class is taught by Kim Mesa, Judo instructor and retired City of Hurst Recreation Manager. Ms. Mesa is a 6<sup>th</sup> Degree Black Belt, she has taught Judo at the Recreation Center for over 20 years.

**B. Special Events:**

1. **2019 Fish Stocking Program:** The dates for the upcoming fish stocking at the Chisholm Park Pond were displayed.
2. **Special Needs Swimming Recap:** Chisholm Aquatics Center held a Special Needs Swimming event on August 3<sup>rd</sup>. This was the second event of its kind for this season at the two aquatics centers and 100 participants enjoyed the event. Photos of the event and positive social media comments regarding the event were presented.
3. **Doggie Dive-In Preview:** Central Aquatics Center will offer a Doggie Dive-In event on August 24<sup>th</sup> from 10:00 a.m. to 2:00 p.m. The event will cost \$5.00 for each dog with a limit of two dogs. A discounted price of \$3.00 is available for those bringing a donation for the Hurst Animal Shelter. Proof of vaccinations is required for all pets.
4. **Kids All American Fishing Derby Preview:** The Kid's All American Fishing Derby is scheduled for September 20<sup>th</sup> at Chisholm Park Pond. In-N-Out Burger will offer a free meal to each participant at the event.
5. **Fall Festival Preview:** The Third Annual Hurst Fall Festival event is scheduled for October 5<sup>th</sup>. This event will take place at Northeast Mall. The event will include live music, food vendors, a craft fair, and hay rides.

6. **Family Camp-out Preview:** The Annual Family Overnight Campout event is scheduled for October 18<sup>th</sup> - 19<sup>th</sup> at Chisholm Park. Registration for the event begins on September 16<sup>th</sup> at the Recreation Center.
7. **Heritage Village Presents:** Hannah Titony, Community Services Management Assistant, reviewed the upcoming fall events; she noted that Salsa y Salsa is scheduled for September 8<sup>th</sup> at the Heritage Village Plaza. The event will include Salsa dancing and entertainment from the Havana NRG band. Dogtoberfest is scheduled for October 3<sup>rd</sup> and Movie in the Park will take place on November 1<sup>st</sup>.

**C. Works in Progress:**

1. **TXDOT Green Ribbon Grant Phase 2:** The project is complete. The contractor is responsible for plant maintenance until September 2019.
2. **TXDOT Green Ribbon Grant Phase 3:** The project has started and will be completed in the summer. Currently, the contractor is installing irrigation and placing topsoil in the plant bed areas.
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 public bids for the project opened on June 28<sup>th</sup>. Currently, TXDOT is reviewing the bids and will approve the project for construction in the fall.
5. **Tennis Center Renovations:** The architect is working on design plans so that construction can start in late 2019. The storage area will be located separately from the main building due to a storm sewer conflict.
6. **Animal Shelter and Dog Park:** Staff has met with a consultant to review the dog park site. The consultant will make recommendations on the dog park based on the available budget. The consultant will review the size, fencing requirements, and drainage of the area.
7. **Recreation Center HVAC Replacement:** Facility Services has received the new rooftop air-conditioning unit. The crane company has been scheduled for early August to set the unit on top of the gym.
8. **Nancy Lieberman Charities Dream Court Grant:** Eric Starnes reported that the City did not receive the Nancy Lieberman Charities Dream Court Grant.

9. **Rickel Park Overlook:** A consultant is performing a value engineering study on the Rickel Park overlook that is damaged from erosion. The overlook will be either replaced or removed.

**D. Staff Activities:**

1. **September Calendar:** Chris Watson reviewed the calendars of events highlights for the month of September.
2. **Personnel Update:** Kyle Gordon reported that Hannah Titony has been promoted to the position of Community Services Management Assistant. The Board congratulated Ms. Titony.

**V. Report of the Committee:**

**A. John Butler Memorial Senior Citizens Banquet**

1. **Catering Update:** Chris Watson reported that the catering service for the John Butler Senior Citizen Banquet will be provided by D<sup>2</sup> (D Squared) Catering. The dessert for the banquet was discussed; small individual servings, alternating between pumpkin and pecan pie, will be pre-placed on the tables.
2. **Door Prize List Distribution:** The Door Prize List for the John Butler Senior Banquet was distributed to the Board.

**VI. Communications:**

- A. Social Media Presence:** Chris Watson presented examples of the Recreation Center's Social Media presence.

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

**VIII. New Business:**

- A. 2019-20 Park Donation Fund:** Kyle Gordon reviewed the projects for the 2019-20 Park Donation Fund.

A recommendation for the approval of the 2019-20 Park Donation Fund Budget in the amount of \$175,000 for the Dog Park Project Phase III was presented to the Board. Gary Waldron made the motion to approve the proposed Park Donation Fund Budget as presented; Ralph Hurd seconded the motion.

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

NOES: None

Gary Waldron left the meeting at 7:02 p.m.

- B. 2019-20 Half-Cent Fund PAYGO Projects:** Kyle Gordon presented an overview of the 2019-20 Half-Cent Fund PAYGO Projects.

A recommendation for the approval of the 2019-20 Half Cent Fund PAYGO Projects as presented: Cityworks Maintenance Management System: \$77,190; 2019 Project Development: \$150,000; Halff Trail Plan Study – Cottonbelt to Northeast Mall: \$23,000. Pat King made a motion to recommend the proposed 2019-20 Half Cent Fund PAYGO Projects as presented; Bob Walker seconded the motion.

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

NOES: None

**IX. Informational Items:**

- A. Recreation Center Memberships:** Chris Watson presented the Recreation Center Membership trends over the last twelve months. He noted that the study shows currently memberships are trending upward. Jessica Martin inquired as to how many memberships are from the River Trails community. Chris Watson responded that staff would look into it and bring an answer to the next meeting.
- B. Employee Picnic Preview:** The Annual City Employee Picnic is scheduled for September 7<sup>th</sup>, 12:00 p.m. to 4:00 p.m., at the Chisholm Aquatics Center. Red Robin will cater the lunch.
- C. 2019 Aquatics Season Update:** Chris Watson reviewed the end of season dates for the 2019 Aquatics Season. He noted that Central and Chisholm Aquatics Center's regular season will end on August 18<sup>th</sup>. Chisholm will be open for the weekend on August 24<sup>th</sup> and 25<sup>th</sup> and August 31<sup>st</sup> through September 2<sup>nd</sup>.
- D. Holiday Schedule:** Kyle Gordon reminded the Board that the Recreation Center and Tennis Center will be closed on Monday, September 2<sup>nd</sup> for the Labor Day Holiday. The Chisholm Aquatics Center will be open regular hours that weekend.

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

- A. Youth Sports Association Recognition:** Chris Watson reported that in response to a Board recommendation, two groups from Tri-Cities Baseball and Softball Youth Sports Association were recognized at the August City Council Meeting. Tri-Cities Knights won the 2019 7 & Under World Series Championship and the Tri-Cities Lady Bandits had both Brynn Smith and Samantha Castillo invited to play at the All American Games in Rowlett, Texas. The Council congratulated both groups on their accomplishments.

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

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

NOES: None

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

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

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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

On the 20<sup>th</sup> day of August 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
Peggy Moore	)	Members
Gus Nixon		
Margaret Coleman		
Linda Dibley	)	Alternate
Kyle Gordon	)	Executive Director of Community Services
Jesse Loucks	)	Library Director
Vanessa Patchen	)	Assistant Library Director
Hannah Titony	)	Community Services Management Assistant

with the following members absent: Janie Melton-Judy and Julie Granquist, 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**

Hannah Titony conducted the Roll Call of Members.

**III. Approval of Minutes**

The minutes of the July 16, 2019 regular meeting were reviewed and approved as written.

At the request of Staff, the following item was moved to the top of the Agenda.

**IX. Informational Items**

**A. 2019 Summer Reading Club**

- 1. Youth Summer Reading Club:** Beverly Kirkendall gave a brief overview of the Youth portion of the 2019 Summer Reading Club including the HEB Reads! Event on May 4<sup>th</sup> with 3,900 in attendance, Splash Party on May 22<sup>nd</sup> at Chisholm Aquatics Center with 155 in attendance, and Birdville Reads on June 1<sup>st</sup> with 1,500 in attendance. She reported that 836 kids read 1,494,375 minutes. There were 2 outreach programs with 7 sessions each; the Lunch and Learn with 386 in attendance and the Aspire program at Binion Elementary with 523 in attendance. The Summer Reading Club Back to Earth Ending was a great success with 175 in attendance and the Star Party for 2,000 minute readers had 150 in attendance.

- 2. **Teen Summer Reading Club:** Danyelle Weiss gave a brief overview of the Teen portion of the Summer Reading Club program including Wormhole Wellness with 22 in attendance, Sci-Fi Movie with 24 in attendance, Laser Tag with 32 in attendance, Game Night with 19 in attendance, Movie Night with 12 in attendance, Escape Room with 17 in attendance, and the Cosmic Carnival ending event with 17 in attendance. Ms. Weiss reported that 252 teens read 591,094 minutes. There were 40 teen volunteers this year who helped the Library with a variety of activities.
- 3. **Adult Summer Reading Club:** Bryce Francis gave a brief overview of the Adult portion of the Summer Reading Club program including Noontime Masterworks with 167 in attendance, Evening Masterworks with 206 in attendance, Game Night, Make and Take Craft, Crafts for a Cause, English as a Second Language classes, Hand Lettering and Calligraphy, Trivia Night, and Friday Movie Matinees. He reported that 600 Adults read 1,507,022 minutes.

**IV. Librarian’s Report**

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

<u>July</u>	
Circulation.....	39,625
Number of Active Patrons.....	30,457
Volunteer Hours.....	380
Door Count.....	13,966
Electronic Usage Sessions.....	6,704
Page Views.....	9,197
Net Revenue .....	\$ 2,771
Children’s Programming.....	2,753
Adult Programming.....	1,088

- B. **Program & Events Report for July:** The Program & Events Report for July was distributed to the Board. Jesse Loucks reviewed the report. Pictures of the events were displayed.
- C. **Upcoming Programs and Events:** Mr. Loucks reviewed the Upcoming Programs and Events report. Pictures were displayed for the Board.
- D. **Works in Progress**
  - 1. **Library Pavilion Landscape Improvements:** Vanessa Patchen informed the Board that Library Staff has been working with the Parks Department to refresh the Library Park landscaping. The improvements will involve the removal of bushes around the pavilion and the replanting of plants that will allow for a more open ambience. Photos were displayed for the Board.
  - 2. **Program Room A/V Repairs:** Jesse Loucks stated that the Audio/Video system is in need of repair and a contractor will be retrofitting and improving the system soon.

3. **Information desk Improvements:** Mr. Loucks noted that the Library Staff is in the process of remodeling the Information Desk to match the design of the Circulation Counter. This process should be complete in approximately six to eight weeks.
4. **Book Drop Repairs:** Mr. Loucks informed the Board that someone damaged the outside book drop. Staff made the repairs and it is currently in good working order.

#### E. Staff Activities

1. **Personnel Update:** Kyle Gordon reported that Hannah Titony has been promoted to the position of Community Services Management Assistant. The Board congratulated Ms. Titony.

#### V. Reports of the Committees

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

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

#### VI. Communications

- ##### A. Community Comments:
- Vanessa Patchen noted several comments and positive feedback on social media from Library patrons.

#### VII. Unfinished Business

None at this time.

#### VIII. New Business

None at this time.

#### IX. Informational Items

- ##### A. 2019 Summer Reading Club Review:
- This item was moved to the top of the Agenda.
- ##### B. Heritage Village Presents:
- Hannah Titony gave a brief overview of the Heritage Village Presents Fall events including Salsa y Salsa on September 5<sup>th</sup>, Dogtoberfest on October 3<sup>rd</sup>, and Movie in the Park on November 1<sup>st</sup>.
- ##### C. Oral History Project Update:
- Jesse Loucks gave an update on the Oral History Project, explaining that one of the videos was presented to the Historical Landmark Committee at their last meeting and it was approved for posting. Several other videos will be presented to the Committee for their approval prior to posting on the City's Website.

D. **Holiday Closure:** Kyle Gordon reminded the Board that the Library will be closed on Monday, September 2<sup>nd</sup> in observance of the Labor Day holiday.

X. **Board Member and Citizen Comments**

XI. **Adjournment**

There being no further business, the meeting was adjourned by Chair, Betty Whiteside at 6:36 p.m.

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

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

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

## Future Event Calendar

### September 24, 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, September 28, 2019 10:00 a.m.	Fire Department Open House 2100 Precinct Line Road
Tuesday, October 1, 2019 5:30 p.m.	National Night Out (Vivagene Copeland, Jaycee Baker, Echo Hills and Smith Barfield)
Saturday, October 5, 2019 11:00 a.m. - 3:00 p.m.	Fall Festival Northeast Mall Nordstrom Parking Lot
Saturday, October 5, 2019 7:00 a.m.	Extra Bulk Collection- Residents North of HWY121 (Airport Freeway)
Tuesday, October 8, 2019 6:30 p.m.	City Council Meeting Cancelled
Saturday, October 12, 2019 7:00 a.m.	Extra Bulk Collection- Residents South of HWY121 (Airport Freeway)
Saturday, October 12, 2019 8:00 a.m.	Household Hazardous Waste Event
Saturday, October 12, 2019 4:00 p.m.	Hurst Citizens Fire Academy Alumni Association Fire Department Steak Dinner (Tickets go on sale September 1, 2019 at Fire Administration- 2100 Precinct Line Rd)
Tuesday, October 22, 2019 6:30 p.m.	City Council Meeting City Hall Council Chambers
Sunday, November 3, 2019	Daylight Savings Time Ends