

**WORK SESSION AMENDED AGENDA OF THE CITY COUNCIL OF
HURST, TEXAS
CITY HALL, 1505 PRECINCT LINE ROAD
FIRST FLOOR CONFERENCE ROOM
TUESDAY, MARCH 24, 2020 – 6:00 P.M.**

In accordance with order of the Office of the Governor issued March 16, 2020, the City of Hurst City Council will conduct its meeting scheduled at 6:30 p.m. on Tuesday, March 24, 2020, at Hurst City Hall by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID19). There will be no public access to the location described above. The agenda packet and meeting information are posted online at <https://www.hursttx.gov/about-us/agendas-and-minutes/agendas-and-minutes-2020>. The public dial-in number to participate in the telephonic meeting is (877) 853-5247 (Toll Free) or (888)788-0099 (Toll Free) and entering Meeting ID 948 392 634 followed by # when prompted. The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

I. Call to Order

II. Informational Items

- **Staff Update of upcoming Calendar Items**

III. Discussion of Agenda Item(s) 3

Consider Resolution 1763 ratifying and extending the Declaration of Local Disaster Due to Public Health Emergency (COVID-19 Pandemic)

IV. Discussion of Agenda Item(s) 4

Consider the postponement of the May 2, 2020 General Election as allowed by the Texas Governor and any resolution related thereto

V. Discussion of Agenda Item(s) 5

Consider authorizing the city manager to enter into the appropriate contracts for the construction of the Animal Shelter and Adoption Center

VI. Discussion of Agenda Item(s) 6

Consider authorizing the city manager to enter into a 10-year Sanitary Sewer Overflow Agreement with the Texas Commission on Environmental Quality (TCEQ)

EXECUTIVE SESSION in Compliance With the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.071, Consultation with City Attorney to seek advice regarding Pending or Contemplated Litigation or Settlement Offers (Dakota Place Apartments) and to reconvene in Open Session at the conclusion of the Executive Session

ADJOURNMENT

Posted by: _____

This the 23rd day of March 2020, 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 AMENDED AGENDA OF THE CITY COUNCIL OF
HURST, TEXAS
CITY HALL, 1505 PRECINCT LINE ROAD
TUESDAY, MARCH 24, 2020**

AGENDA:

6:00 p.m. - Work Session (City Hall, First Floor Conference Room)

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

In accordance with order of the Office of the Governor issued March 16, 2020, the City of Hurst City Council will conduct its meeting scheduled at 6:30 p.m. on Tuesday, March 24, 2020, at Hurst City Hall by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID19). There will be no public access to the location described above. The agenda packet and meeting information are posted online at <https://www.hursttx.gov/about-us/agendas-and-minutes/agendas-and-minutes-2020>. The public dial-in number to participate in the telephonic meeting is (877) 853-5247 (Toll Free) or (888)788-0099 (Toll Free) and entering Meeting ID 948 392 634 followed by # when prompted. The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

CALL TO ORDER

INVOCATION (Councilmember Cathy Thompson)

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. Consider approval of the minutes for the March 10 and 13, 2020 City Council meetings

PUBLIC HEARING(S) AND RELATED ITEM(S)

2. Conduct a public hearing and consider the issue of levying civil penalties, possible revocation of the Certificate of Occupancy and status of the repairs for the property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates

subdivision (Dakota Place Apartments) [**This public hearing and item are hereby continued to the April 28, 2020, meeting of the City Council at 6:30 p.m.**]

RESOLUTION(S)

3. Consider Resolution 1763 ratifying and extending the Declaration of Local Disaster Due to Public Health Emergency (COVID-19 Pandemic)
4. Consider the postponement of the May 2, 2020 General Election as allowed by the Texas Governor and any resolution related thereto

OTHER BUSINESS

5. Consider authorizing the city manager to enter into the appropriate contracts for the construction of the Animal Shelter and Adoption Center
6. Consider authorizing the city manager to enter into a 10-year Sanitary Sewer Overflow Agreement with the Texas Commission on Environmental Quality (TCEQ)
7. Review of board, commission and committee meeting minutes:
 - Library Board
 - Hurst Senior Citizens Advisory Board
8. Review of upcoming calendar items
9. 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 551.071, Consultation with City Attorney to seek advice regarding Pending or Contemplated Litigation or Settlement Offers (Dakota Place Apartments) and to reconvene in Open Session at the conclusion of the Executive Session

10. Take any and all action ensuing from Executive Session

ADJOURNMENT

Posted by: _____

This 23rd day of March 2020, 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.

**Minutes
Hurst City Council
Work Session
Tuesday, March 10, 2020**

On the 25th day of February 2020, at 5:38 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
David Booe)	
Cathy Thompson)	
Bill McLendon)	
Cindy Shepard)	
Jon McKenzie)	
Clay Caruthers)	City Manager
Matthew Boyle)	Assistant City Attorney
Rita Frick)	City Secretary
Clayton Fulton)	Assistant City Manager
Greg Dickens)	Public Works Director
Kyle Gordon)	Executive Director of Community Services
Steve Bowden)	Executive Director of Economic Development
Chris Connolly)	Hurst Conference Center General Manager
Paul Brown)	Managing Director of Fiscal Services

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

I. Call to Order – the meeting was called to order at 5:38 p.m.

II. Informational Items

- **Staff Update of upcoming Calendar Items** – City Manager Caruthers reminded Council of the March 20, 2020 Strategic Planning meeting; March 21, 2020 HEB ISD Student Showcase and April 3, 2020 Adaptive Egg Hunt, Central Park and April 7, 2020 Eggstravaganza, Hurst Community Park. Also noted was the new utilization of the Tennis Courts for the adaptive hunt to allow participants with mobility issues.
- **Staff Update and Discussion Community Services Cost Recovery Project** – Executive Director of Community Services Kyle Gordon provided an update of the Community Services Cost Recovery Project reviewing the positive interaction at the citizen input meetings with approximately sixty attendees. Mr. Gordon stated the approximate 500 Community Services Programs were placed in 28 categories for discussion. City Manager Caruthers explained the project purpose is to analyze core programs offered to identify program successes and failures and will be utilized during the budget process. Mr. Gordon reviewed the scope of project and stated he hopes to have the results presented during the May 26, 2020 City Council meeting. City Manager

- Caruthers also noted this model will be unique to Community Services. In response to Councilmembers' questions, City Manager Caruthers reviewed the current discounts provided to citizens and stated discounts can be factored into the policy for review. He stated the policy will be separate from the fee discussions in the budget.
- **Staff Discussion of Karla Drive right-of-way improvements** – Executive Director of Public Works Greg Dickens provided an overview of the Transportation Infrastructure and Safety Committee's recommendation regarding Karla Drive right-of-way improvements. He noted staff is looking at funding ability now or in the budget process. He reviewed traffic counts and stated they are high, but on the police side, there is not a lot of activity or accidents. Mr. Dickens stated there is not a strong recommendation from staff to take action and noted that Transportation Infrastructure and Safety Committee Chair Faith Waligora is present this evening. He reviewed citizen's concern of speeders and the various options discussed. Also reviewed were results from a survey of the Karla Drive residents. Mr. Dickens reviewed the recommendation to close Karla Drive, which basically closes the southbound exit off Hurstview Drive and widens northbound one-way Karla Drive at Hurstview Drive to a two-way roadway. The proposed project utilizes a barrier rail to close off the south bound Hurstview Drive exit and a new curb and gutter and asphalt pavement to widen the north bound portion to a two-lane 30-foot wide roadway at an approximate cost of \$60,000. City Manager Caruthers stated this is not a funded item and may be more practical to consider in the budget. Councilmembers discussed pros and cons to the recommendation and in response to questions, Mr. Caruthers stated staff will contact the trash and recycling company services. Also noted was an existing tree that is dying in the island and plans for removal.
 - **Staff Update and Discussion of Tarrant Regional Transportation Coalition (TRTC) proposed bylaws** – Assistant City Manager Clayton Fulton briefed Council on proposed bylaw amendments for the Tarrant Regional Transportation Coalition (TRTC) noting a deadline for comments by March 31, 2020. He also noted the final approval will probably be made by the TRTC Board and City Manager Caruthers noted the City shares a seat with the cities of Bedford and Euless.

III. Discussion of Agenda Item(s)

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

BKD Partner David Coleman provided Council the final Comprehensive Annual Financial Report (CAFR) and reviewed the final audit report, noting no significant changes from their presentation to Council several weeks ago. He noted the unmodified opinion and stated he would provide a presentation during the regular City Council meeting.

Work Session Item IV was not discussed.

IV. Discussion of Agenda Item(s)

Consider authorizing the city manager to enter into a contract for Pavement Joint & Crack Sealing Service through the interlocal cooperative purchasing agreement.

V. Discussion of Agenda Item(s)

Consider authorizing the city manager to proceed with the 2020 Hurst Conference Center equipment replacement project.

City Manager Clay Caruthers stated Hurst Conference Center General Manager Chris Connolly will provide an update regarding conference center activity during the regular meeting. Mr. Connolly briefed Council on the Equipment Replacement Project noting equipment replacement includes chairs, tables, Wi-Fi equipment, and ballroom projectors, for an amount not to exceed \$206,000.

EXECUTIVE SESSION in Compliance with the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.071, Consultation with City Attorney to seek advice regarding Pending or Contemplated Litigation or Settlement Offers (Dakota Place Apartments) and to reconvene in Open Session at the conclusion of the Executive Session

Mayor Wilson did not recess to Executive Session.

Adjournment – The meeting adjourned at 6:25 p.m.

APPROVED this the 24th day of March 2020.

ATTEST:

APPROVED:

Rita Frick, City Secretary

Henry Wilson, Mayor

City Council Minutes
Tuesday, March 10, 2020

On the 10th day of March 2020, 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
Cathy Thompson)	
Bill McLendon)	
Jon McKenzie)	
Cindy Shepard)	
Clay Caruthers)	City Manager
Matthew Boyle)	Assistant City Attorney
Rita Frick)	City Secretary
Clayton Fulton)	Assistant City Manager
Greg Dickens)	Public Works Director
Kyle Gordon)	Executive Director of Community Services
Steve Bowden)	Executive Director of Economic Development
Chris Connolly)	Hurst Conference Center General Manager
Paul Brown)	Managing Director of Fiscal 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 Henry Wilson gave the Invocation.

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

PRESENTATION(S)

1. Presentation of the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2017-2018. Assistant City Manager Clayton Fulton reviewed criteria to receive the Certificate of Achievement for Excellence in Financial Reporting and recognized Managing Director of Finance Paul Brown who stated this is the 45th consecutive year the City has received the award. He stated the award is for fiscal year 2017-2018 and only 19 cities nationwide, including 4 in Texas, received the award for at least forty-four years. City Manager Clay Caruthers stated Council will also hear from the auditors this evening and noted the professionalism

of the accounting staff and the efforts to address the numerous accounting standards issued each year.

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

BKD Partner David Coleman presented the Comprehensive Annual Financial Report (CAFR) for year ending September 20, 2019 and introduced auditor Andrew Sherwood. Mr. Coleman reiterated the standards and expectations required to receive the award just presented and congratulated staff for their accomplishment. Mr. Coleman noted his review of the draft audit with the Council several weeks ago, and stated there are no changes. He stated the General Fund Unassigned Fund Balance is \$9,702,437, 25.9% of adopted budget, and with a policy of 20%, this balance is exceeding policy. The Water and Sewer Net Operating Revenue Analysis was reviewed noting a wet summer and the fund breaking about even. He noted the shifts in this fund are due to weather and usage. Mr. Coleman reviewed the Pension Plan Funded Status and OPEB Plan Funded Status noting very good percentages and the trust fund established to offset long term liability. Mr. Coleman stated the audit results for fiscal year 2019 is unmodified and materially correct with no issues. Mayor Wilson expressed appreciation for the auditors and financial staff.

Councilmember Kitchens moved to accept the Comprehensive Annual Financial Report (CAFR) By BKD & Advisors (BKD). Motion seconded by Councilmember McKenzie. Motion prevailed by the following vote:

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

CONSENT AGENDA

3. Consider approval of the minutes for the February 25, 2020 City Council meetings
4. Consider Ordinance 2434, second reading, adopting SP-19-10, RaceTrac, a site plan revision for Lot 2R, Block 1, Renfro Place Addition, being 2.01 acres located at 2175 Precinct Line Road
5. Consider Ordinance 2435, second reading, adopting SP-20-02, Service First Auto Center, a site plan revision for Lot 1, Block 1, Canaan Center Addition, being 2.35 acres located at 701 Grapevine Highway

Councilmember McLendon moved to approve the consent agenda. Motion seconded by Councilmember Shepard. Motion prevailed by the following vote:

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

No: None

OTHER BUSINESS

6. Consider authorizing the city manager to enter into a contract for Pavement Joint & Crack Sealing Service through the interlocal cooperative purchasing agreement

Executive Director of Public Works Greg Dickens stated the City currently has two crack sealing machines, a 1986 and 2000 model hot pour machines. He explained the challenges of operating and maintaining the aged equipment and the need to outsource the majority of crack sealing. Mr. Dickens noted the City of Grand Prairie's contract and the desire to utilize the Interlocal Cooperative Agreement with Curtco, Inc., for pavement joint and crack sealing services with a total amount not to exceed \$75,000. City Manager Caruthers explained the benefits of utilizing crack sealing for street maintenance and that the process does not impact staffing. Mr. Dickens also noted one of the older crack sealing machines will probably go to auction. In response to Councilmembers' questions, Mr. Dickens stated staff typically covers 55 thousand linear feet and utilizing the Interlocal Agreement will increase the area to approximately 150 thousand linear feet.

Councilmember Thompson moved to authorize the city manager to enter into a Contract with Curtco, Inc., for pavement joint and crack sealing services, based on an Interlocal Cooperative Purchasing Agreement with the City of Grand Prairie not to exceed an annual amount of \$75,000. Motion seconded by Councilmember Booe. Motion prevailed by the following vote:

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

No: None

7. Consider authorizing the city manager to proceed with the 2020 Hurst Conference Center equipment replacement project

City Manager Caruthers stated Director of Hurst Conference Center Chris Connolly will present this item and provide an overview of the Center's financial performance. Mr. Connolly reviewed a 10-year history of the Center noting the attendance increased from 22,195 to 88,869, that revenues are covering operational expenses, and the economic impact of the growth. Mr. Connolly also reviewed cost savings due to several operational adjustments focusing on a sustainability program. He stated this item provides for upgrades to the Center's equipment and furnishings to maintain a competitive position in the market place. He reviewed the proposed replacement project, which includes chairs, tables, Wi-Fi equipment, and ballroom projectors, with a total cost just under \$206,000. Councilmembers noted the positive comments received regarding the conference center staff and excellent customer service. City Manager Caruthers stated it comes back to Council's leadership and established Strategic Priorities, most specifically, leadership and innovation.

Councilmember Shepard moved to authorize the city manager to proceed with the 2020 Hurst Conference Center equipment replacement project for an amount not to exceed \$206,000. Motion seconded by Councilmember Thompson. Motion prevailed by the following vote:

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

8. Review of board, commission and committee meeting minutes. There were no minutes reviewed. Mayor Wilson thanked staff for their work on the recent Board, Commission and Committee Banquet.
9. Review of upcoming calendar items – City Manager Clay Caruthers reviewed calendar items also noting the upcoming BISD Touch a Truck Event, March 21.
10. City Council Reports - Items of Community Interest – Mayor Wilson noted that he, City Manager Caruthers and Executive Director of Economic Development Steve Bowden were invited by John Palmer and Andy Williams to be part of a panel at a Veterans Edge Conference in Dallas. He stated the focus is turning Veterans into Builders and the panel highlighted projects in Hurst. Mayor Wilson also noted President Bush attended the conference, but unfortunately, they missed that portion. City Manager Caruthers also noted the City continues to work closely with the state and county regarding the COVID-19 and that, as of now, he has not heard of any cases in Hurst proper, and recommends if you are not feeling well stay home and follow the recommended guidelines.

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

Mayor Wilson did not recess to Executive Session.

EXECUTIVE SESSION in Compliance With the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.071, Consultation with City Attorney to seek advice regarding Pending or Contemplated Litigation or Settlement Offers (Dakota Place Apartments) and to reconvene in Open Session at the conclusion of the Executive Session

11. Take any and all action ensuing from Executive Session. No action was taken.

ADJOURNMENT – The meeting adjourned at 7:25 p.m.

APPROVED this the 24th day of March 2020.

ATTEST:

Rita Frick, City Secretary

APPROVED:

Henry Wilson, Mayor

**MINUTES
HURST CITY COUNCIL
SPECIAL EMERGENCY SESSION
FRIDAY, MARCH 13, 2020**

On the 13th day of March 2020, at 3:30 p.m., the City Council of the City of Hurst, Texas, convened in Special Emergency Session at Hurst City Hall, 1505 Precinct Line Road, Hurst, Texas, with the following members present:

Henry Wilson)	Mayor
Larry Kitchens)	Mayor Pro Tem
David Booe)	
Cindy Shepard)	
Cathy Thompson)	
Jon McKenzie)	
Clay Caruthers)	City Manager
Clayton Fulton)	Assistant City Manager
Rita Frick)	City Secretary
Greg Dickens)	Executive Director of Public Works
Sunny Patel)	Director of Information Services
Linda Rae)	Senior Center Director
Steve Bowden)	Executive Director of Development
Jim Pell)	Police Lieutenant
David Palla)	Fire Chief
Brent Craft)	Assistant Fire Chief
Matia Messemer)	Executive Director of Human Resources
Kyle Gordon)	Executive Director of Community Services
Kara McKinney)	Public Information Officer
Shelly Klein)	Outreach Coordinator

with the following members absent: Bill McLendon, constituting a quorum; at which time, the following business was transacted:

CALL TO ORDER – Mayor Wilson called the meeting to order at 3:30 p.m.

1. Consider authorizing the city manager to take any and all action necessary regarding the closing and rescheduling of city events, programs and facilities and actions necessary to address the health, safety and welfare of the citizens of Hurst due to the coronavirus pandemic.

Mayor Wilson advised that the President, Governor and County Judge have issued a state of emergency. He reviewed the process of declaring an emergency and Council’s authority to

ratify any declaration the Mayor might issue. He stated Council's discussion this evening is regarding various facility and program closures and expressed his belief that any related personnel issues are under the city manager authority and not Council authority. City Manager Caruthers stated he will do everything in his power to treat employees as well as possible as the Council makes determinations regarding various closures. Mayor Wilson reviewed possible facility and event closures, most specifically the Senior Center, to address the immediate health and safety of the community. Council discussed the immediate necessity to close the Senior Center, cancel all public events, and cancel programs and league play at the Recreation Center and Library, until April 20, 2020, effective midnight this evening, and if necessary to revisit after that time.

Councilmember Thompson moved to authorize the city manager to take any and all action necessary regarding the closing and rescheduling of city events, programs and facilities and actions necessary to address the health, safety and welfare of the citizens of Hurst due to the coronavirus pandemic. Councilmember Kitchens seconded the motion. Motion prevailed by the following vote:

Aye: Councilmembers Kitchens, Booe, McKenzie, Thompson, and Shepard
No: None

City Manager Caruthers noted several operational items regarding Council decisions and that staff is prepared to achieve business continuity. He stated he will keep the Council apprised moving forward regarding necessary decisions and he will keep close communications with Mayor Wilson regarding activities. Mayor Wilson stated he will keep in contact with the County and declare any needed declaration.

ADJOURNMENT

The meeting was adjourned at 4:16 p.m.

APPROVED this the 24th day of March 2020.

ATTEST:

Rita Frick, City Secretary

APPROVED:

Henry Wilson, Mayor

City Council Staff Report

SUBJECT: Conduct a public hearing and consider the issue of levying civil penalties, possible revocation of the Certificate of Occupancy, and status of the repairs for the property located at 450 E. Hurst Blvd, Hurst, Texas; Lot A3, Block 14, of the Holder Estates subdivision (Dakota Place Apartments)

Supporting Documents:

Meeting Date: 3/24/2020
Department: Planning and Development
Reviewed by: Michelle Lazo
City Manager Review:

Background/Analysis:

On February 11, 2020, the City Council held a public hearing and ordered the conditional assessment of civil penalties against the owners of the Dakota Apartment Complex.

Staff will provide an update regarding the status of the repairs to the complex and the owner's compliance with the applicable City Council Orders.

Funding Sources and Community Sustainability:

There is no funding impact.

Recommendation:

Recommendation will be presented at the meeting.

City Council Staff Report

SUBJECT: Consider Resolution 1763 Ratifying and Extending the Declaration of Local Disaster Due to Public Health Emergency (COVID-19)

Supporting Documents:

Resolution 1763

Meeting Date: 3/24/2020

Department: City Secretary

Reviewed by: Rita Frick

City Manager Review:

Background/Analysis:

The World Health Organization declared the novel coronavirus, now designated COVID-19, as a global pandemic on March 11, 2020. The worldwide spread of COVID-19 presents an imminent threat of widespread illness, which requires emergency action for the protection of the people of Hurst.

The Mayor of Hurst has determined that extraordinary measures must be taken to mitigate the effects of this public health emergency and to facilitate the efficient, rapid, and cooperative response to the emergency.

The declaration of a local state of disaster affirms the activation of the City of Hurst Emergency Management Plan.

Funding Sources and Community Sustainability:

This item is reflective of the Council's Mission Statement. Funding for this action is not budgeted.

Recommendation:

Based upon the Mayor's declaration, the recommendation is the City Council **move to approve Resolution 1763 Ratifying and Extending the Declaration of Local Disaster Due to the Public Health Emergency (COVID-19)**

RESOLUTION 1763

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HURST, TEXAS, RATIFYING AND EXTENDING THE DECLARATION OF LOCAL DISASTER DUE TO PUBLIC HEALTH EMERGENCY (COVID-19)

WHEREAS, the World Health Organization declared the novel coronavirus, now designated COVID-19, as a global pandemic on March 11, 2020; and

WHEREAS, COVID-19 was first detected in Wuhan, China in December 2019; and

WHEREAS, symptoms of COVID-19 can range from mild to severe illness and cause further complications including death; and

WHEREAS, the COVID-19 virus mainly spreads between people who are in close contact with one another through respiratory droplets produced when an infected person coughs or sneezes; and

WHEREAS, the continued worldwide spread of COVID-19 presents an imminent threat of widespread illness, which requires emergency action for the protection of the people of Hurst; and

WHEREAS, the implementation of mitigation strategies can slow the transmission of the disease; and

WHEREAS, President Donald Trump declared a State of National Emergency for the United States of America on March 13, 2020; and

WHEREAS, Governor Greg Abbott issued a State of Disaster for all Texas counties for COVID-19 on March 13, 2020; and

WHEREAS, County Judge Glen Whitley issued a Declaration of Local Disaster Due to a Public Health Emergency for Tarrant County for COVID-19 on March 13, 2020, and First Amended Declaration of Public Health Emergency, March 19, 2020; and

WHEREAS, Henry Wilson, Mayor of the City of Hurst, issued a Declaration of Local Disaster Due to Public Health Emergency on March 18, 2020 and First Amendment of Declaration of Local Disaster Due to Public Health Emergency on March 19, 2020 and activates the City's emergency management plan; and

WHEREAS, the City of Hurst City Council declares it in the best interests of the health, safety, and welfare of the public to adopt this Resolution; and

WHEREAS, all prerequisites for the adoption of this Resolution have been met, including but not limited to the Open Meetings Act.

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

1. A local state of disaster is hereby declared for Hurst, pursuant to the City of Hurst Code of Ordinances, Chapter 7, Section 7-6 and §418.108(a) of the Texas Government Code.
2. This declaration of local disaster shall continue for a period coterminous with the Declaration of Local Disaster by Tarrant County, unless earlier terminated, and may be continued, terminated, or extended as deemed necessary by the Hurst City Council, pursuant to §418.108(b) of the Government Code.
3. This declaration of a local state of disaster shall be given prompt and general publicity and shall be filed promptly with the City Secretary, pursuant to §418.108(c) of the Government Code.
4. This declaration of a local state of disaster activates the City of Hurst Emergency Plan, pursuant to §418.108(d) of the Government Code.
5. The City of Hurst operates under the Tarrant County Emergency Management Plan and the Tarrant County Health Department, and will adhere to and operate under the orders as set out in the First Amended Declaration of Local Disaster Due to Public Health Emergency and Proclaimed by Tarrant County Judge B. Glen Whitley, March 19, 2020 at 4:45 p.m., and is incorporated herein by reference. Further, the City of Hurst will adhere to and operate under any future Emergency Orders as approved by either the State of Texas or Tarrant County.
6. In its role as Executive Group of the City of Hurst's Emergency Management Department, the Executive Group authorizes the City's Emergency Management Director to issue and enforce all such reasonable rules, regulations or directives necessary to implement the City's Emergency Management Plan, including but not limited to the suspension of all soliciting permitting and activity throughout the duration of this Declaration.
7. This Declaration shall take effect immediately from and after its issuance.

APPROVED AND RENEWED at a regular meeting of the Hurst City Council on March 24, 2020, 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 the postponement of the May 2, 2020 General Election as allowed by the Texas Governor and any resolution related thereto	
Supporting Documents:	
	Meeting Date: 3/24/2020 Department: City Secretary Reviewed by: Rita Frick City Manager Review:
Background/Analysis:	
This item provides for discussion of Governor Greg Abbott's proclamation regarding the postponement of the May 2, 2020 General Election.	
Funding Sources and Community Sustainability:	
This item is reflective of the Council's Mission Statement. Funding for this action is not budgeted.	
Recommendation:	
If the City Council wishes to take action regarding the postponement of the May 2, 2020 General Election, a resolution will be provided for consideration.	

City Council Staff Report

SUBJECT: Consider award of Contracts for the Animal Shelter and Adoption Center Construction Project	
Supporting Documents:	
	Meeting Date: 3/24/2020 Department: Community Services Reviewed by: Kyle Gordon City Manager Review:
Background/Analysis:	
<p>Since 2001, the City’s Animal Shelter has provided excellent care to approximately seventeen thousand animals. The Center’s offerings include a safe shelter for all animals, disease prevention and diagnostic resources, community education programs, rescue and adoption services, volunteer opportunities, special events, and the main offices for the Animal Services Officers. However, due to the heavy use of the existing facility and the increasing popularity of services and programs, this facility can no longer adequately meet the demand for services.</p> <p>During the past four years, staff has worked with Ron Hobbs Architecture to develop a strategic plan to address the future of the Animal Services Program. Phase I of the Strategic Plan evaluated the existing programming elements and the building conditions. Phase II included a site analysis for a proposed location and the development of conceptual plans with estimated cost figures for a new building. Phase III involved the design consulting, which included design management, schematic design, design development, construction documents, and bidding and construction administration services necessary to prepare the construction documents for Phase IV, which is implementation and construction.</p> <p>Phase IV began in 2018, a Request for Proposal for CMAR Services was developed, advertised in the newspaper, and sent to general contractor firms in the area asking for qualifications to be considered for this project. Eight firms responded to the request. A staff committee reviewed all submissions and selected Steele & Freeman, Inc., as the leading firm to provide CMAR preconstruction services for the Animal Shelter and Adoption Center Project. Steele & Freeman, Inc. has an excellent reputation for quality work and has successfully completed similar projects in the past.</p>	

Staff, along with Steele and Freeman, Inc. and Ron Hobbs Architecture, held many meetings during the design process to identify the most cost-effective replacement approach. Steele and Freeman's scope of work includes site layout plans/alternatives, cost estimates, bid and construction oversight, and construction management services. Steele and Freeman developed a guaranteed maximum price (GMP) for this project of \$6,915,004. The GMP includes construction, construction management fees, mobilization, 3% contractor contingency, and all materials.

In addition, staff is recommending an additional 2% project contingency and funding for project components, which include landscaping and irrigation, all furniture and fixtures and equipment (FF&E), security, cabling and computer equipment, and materials testing. These items will be purchased through City approved vendors, professional services contracts, and purchasing consortiums. Finally, the site is undeveloped, and major utilities must be extended to the property. The City will enter into agreements with Atmos Energy, Oncor Electric Delivery, and their certified utility contractors to perform the necessary construction to provide utilities to the site. These project components amount to \$777,830.

Funding and Sources:

The design and construction of the Animal Shelter and Adoption Center is funded with voter-approved general obligation bonds.

Project related landscaping and irrigation, utility relocation, FF&E, security, cabling and computer equipment, and project contingency amounts are funded with remaining bond funding and capital project reserves on a PAYGO basis.

Plans are in place to use donations and remaining capital project reserves to add a dog park just north of the new Animal Shelter and Adoption Center.

In an effort to remain a vibrant community, this project addresses the City Council's Strategic Priorities for **Infrastructure, Redevelopment, and Public Safety** by constructing a state-of-the-art Animal Shelter and Adoption Center.

Recommendation:

It is recommended the City Council **authorize the city manager to enter into the appropriate Contracts for the construction of the Animal Shelter and Adoption Center, for an amount not to exceed \$7,692,834.**

<p>SUBJECT: Consider authorizing the city manager to enter into a 10-year Sanitary Sewer Overflow (SSO) Agreement with the Texas Commission on Environmental Quality (TCEQ)</p>	
<p>Supporting Documents:</p>	
<p>TCEQ SSO Agreement</p>	<p>Meeting Date: 3/24/2020</p> <p>Department: Public Works</p> <p>Reviewed by: Greg Dickens</p> <p>City Manager Review:</p>
<p>Background/Analysis:</p>	
<p>The City of Hurst entered into an initial Sanitary Sewer Overflow Initiative Agreement in January of 2009. The agreement is an initiative offered by the TCEQ as a means to encourage cities to continuously work at replacing their aging infrastructure to reduce the number of sanitary sewer overflows that occur. This also kept the TCEQ from pursuing more stringent enforcement on the City when overflows did occur. The agreement ended in December of 2018 with the City’s final annual report. Staff requested TCEQ allow the City to enter into new 10-year agreement with a preliminary annual plan of replacement of sewer mains averaging 6,000 feet per year. The TCEQ has approved the agreement and is awaiting Council approval.</p> <p>Over the last 10 years, the City has not always met the annual goal. The TCEQ has been understanding of those years Hurst was not able to meet the goals as long as the City was showing intent to improve the sewer system and adhering to an aggressive maintenance program.</p>	
<p>Funding Sources and Community Sustainability:</p>	
<p>Annual funding for sanitary sewer line replacement will be included in the Capital Improvement Plan budget.</p> <p>Replacing aging sanitary sewer mains is directly representative of the Council’s Strategic Priorities of Infrastructure.</p>	

Recommendation:

Staff recommends City Council **authorize the city manager to enter into a Sanitary Sewer Overflow Agreement with the TCEQ scheduled to terminate on April 30, 2029.**

Texas Commission on Environmental Quality

AGREEMENT

City of Hurst
RN102944410
Enforcement Case No. 58088
Tarrant County, Texas

The Texas Commission on Environmental Quality ("TCEQ") is the state agency charged with enforcing TEX. WATER CODE ch. 26 (the "Code") and the regulations promulgated pursuant to the Code.

The City of Hurst (the "City") owns and operates a wastewater collection system located in Tarrant County, Texas (the "System").

The City has reported 81 unauthorized discharges as a result of sanitary sewer overflows ("SSOs") totaling approximately 341,417 gallons during the period between December 1, 2008 and December 31, 2018. The majority of these discharges were caused by line blockages from root infiltration and fats, oils, and greases in the System. The City will be required to rehabilitate the System to ensure a reduction of risk to the public health and the environment and to comply with TCEQ requirements.

PROVISIONS

In response to these deficiencies and in an effort to eliminate the potential threat to public health, the City and the TCEQ have entered into an Agreement. This Agreement formalizes the commitments made by the City in its letter to the TCEQ dated June 13, 2019 (see Attachment A). The provisions of this Agreement are as follows:

1. The Executive Director recognizes that as of June 13, 2019, the City has conducted routine maintenance with attention to problem areas that consists of root and grease control programs, routine clearing/cleaning of wastewater lines, grease trap monitoring and cleaning schedules, and video and visual inspections of lines.
2. Immediately upon the effective date of this Agreement and on a continuous basis thereafter until the end of the Agreement, the City shall:
 - a. Continue the routine maintenance described in Provision No. 1. The City shall provide progress reports describing the progress, problems, or delays associated with the maintenance program throughout the duration of the SSO Initiative Plan. The progress report shall be included with the annual progress report set forth in Provision No. 15 below;
 - b. Distribute public education handouts at special events, during grease abatement programs, and in the "Where We Live" magazines that are mailed to residents quarterly;

- c. Update the City's geographic information system mapping and the City Works Work Order system to keep detailed records and track problem areas; and
 - d. Implement a preventative maintenance program to clean accumulation of grease and debris in the System.
3. Immediately upon the effective date of this Agreement and on an annual basis thereafter until the end of the Agreement, the City shall:
 - a. Utilize the City's jetting/vacuuming trucks to clean a minimum of 50% of the System's six-inch through twelve-inch sanitary sewer mains;
 - b. Continue the existing root control program by chemically treating a minimum average of 10,000 feet of pipe annually to extend the life of the fair to good rated clay tile mains; and
 - c. Continue to treat an average of 15,000 feet of mains with high grease concentrations with a grease-liquefying chemical injection system.
 - d. Continue tracking the progress of the SSO Initiative Plan by maintaining a log of activities, improvements, and problems for the System. The information regarding the progress shall be submitted in the annual progress report as set forth in Provision No. 14 below.
4. By December 31, 2020, the City shall replace approximately 12,432 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
5. By December 31, 2021, the City shall replace approximately 6,050 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
6. By December 31, 2022, the City shall replace approximately 5,960 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
7. By December 31, 2023, the City shall replace approximately 5,950 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
8. By December 31, 2024, the City shall replace approximately 6,058 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
9. By December 31, 2025, the City shall replace approximately 5,920 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
10. By December 31, 2026, the City shall replace approximately 6,210 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
11. By December 31, 2027, the City shall replace approximately 5,940 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.

12. By December 31, 2028, the City shall replace approximately 6,220 linear-feet of sanitary sewer lines, in accordance with the Wastewater Sewer Main Replacement Plan.
13. The City shall evaluate the effectiveness of its corrective actions by completing the provisions in this Agreement and continuing to record any SSO events and the locations in which they occur.
14. By April 30, 2021, and on an annual basis thereafter, the City shall submit a report to the TCEQ that contains information regarding the progress of the corrective actions contained in Provision Nos. 2 through 13. The reports shall include: 1) a summary of the number of SSOs that occurred (including dates, volume, and cause); 2) specific corrective actions that were completed; and 3) any proposed corrective actions that were delayed or not completed, including explanations why the actions were delayed or not completed. The report may be submitted on, or must contain the applicable information found in, the attached TCEQ SSO Agreement Annual Progress Report (Attachment B).
15. By April 30, 2029, which signifies the expiration date of this Agreement, the City shall submit a written Final Report that contains the following:
 - a. A summary of all corrective actions that have been completed in accordance with the Provisions in this Agreement;
 - b. A summary of all Provisions in this Agreement that were not completed, including reasons why specific corrective actions were delayed or not completed; and
 - c. A description of the overall improvement the corrective actions had on the System.
16. The Executive Director may grant an extension or modification to any provision of this Agreement upon a written and substantiated showing of good cause. All requests for extensions or modifications by the City shall be made in writing to the TCEQ. Extensions or modifications are not effective until the City receives written approval from the TCEQ. The determination of what constitutes good cause rests solely with the TCEQ.
17. The City shall submit copies of all correspondence, reports, and documentation required by Provision Nos. 2 through 16 to:

Order Compliance Team
Enforcement Division, MC 149A
Texas Commission on Environmental Quality
P.O. Box 13087
Austin, Texas 78711-3087

with a copy to:

Compliance Agreement
City of Hurst
Page | 4

Manager, Water Section
Dallas/Fort Worth Regional Office
Texas Commission on Environmental Quality
2309 Gravel Drive
Fort Worth, Texas 76118-6951

In return for the City's agreement and adherence to these terms, the TCEQ will withhold further enforcement actions related to the noted deficiencies. Should unforeseen circumstances indicate a need to alter the above mentioned schedule, the City must immediately notify the TCEQ so that an amendment can be discussed.

The effective date of this Agreement is the signature date of the City's authorized representative. Acceptance of the terms of this Agreement is indicated by the signature below.

Authorized representative of
City of Hurst

Date

Printed name of authorized representative
for City of Hurst

Title



Laurie Eaves, Manager
Enforcement Division

3/11/2020

Date

Instructions: Send this signed, original Agreement to Aaron Vincent, Enforcement Division, MC 219, Texas Commission on Environmental Quality, P.O. Box 13087, Austin, Texas 78711-3087

ATTACHMENT A

Contents

Sanitary Sewer Overflow Outreach Initiative Finalized Corrective Action Plan

SSOI



Public Works Service Center

June 13, 2019

CERTIFIED MAIL Certified #7018 3090 0000 6605 2588

Jeff Tate
Manager, Water Section
Dallas/Fort Worth Regional Office Region 4
Texas Commission on Environmental Quality
2309 Gravel Road
Fort Worth, Texas 76118-6951

Re: Sanitary Sewer Overflow Initiative Proposed 10 Year Compliance Plan for the City of Hurst

The following compliance plan is presented to the Texas Commission on Environmental Quality by the City of Hurst for 2019 - 2029.

- Description of cause of Sanitary Sewer Overflows (SSO) and measures that have been and will continue to be taken to mitigate the effects of continuing SSO's:

The City of Hurst still has 78 miles of aging clay mains in the collection system. There are several miles that have issues with roots, fats, oils and grease that create the majority of the overflows. These mains will continue to be repaired and replaced over the next 10 years. In addition to the ongoing repair and replacement programs, the City of Hurst presently performs routine maintenance (weekly, monthly, yearly and as needed) in areas of the city with particular attention to problem areas. This maintenance consists of but is not limited to : a) a root control program, b) routine clearing/cleaning of wastewater lines, c) a grease control program, d) a root control program, e) effective grease trap monitoring per HB 1979 by utilizing the XC2 software with efficient monitoring of grease trap cleaning schedules, f) video inspection to determine build-up and g) visual inspections.

- Description of the corrective measures, with milestones, to address continuing SSO's: (See attachment "A")

Combined with routine maintenance, our corrective measures consist of, but are not limited to: replacement of deteriorated and/or small diameter clay pipe with PVC pipe. The City of Hurst replacement program is a high priority and is an ongoing project that has been in existence for over 30 years. The City of Hurst Water Utilities Division identifies, evaluates and maps the type and age of the existing sewer lines and provides the Engineering Division with approximately 4,000 to 6,000 feet of pipe replacement recommendations annually. The design is performed in-house or by a consultant and the inspection is performed by City Engineering Inspectors. Electronic versions of the plans for these annual

2001 Precinct Line Road, Hurst, Texas 76054
Phone 817.788.7201 • Fax 817.503.7276
www.hursttx.gov

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JUN 13 2019
DFW REGION-4

projects are available upon request. Wastewater Collection crews will continue to make in-house spot repairs on failing sections.

- Provisions for the improvement and/or continued development of the Operations and Maintenance Program to ensure continued compliance:

Various accounts within the Wastewater Division are budgeted and funded on a yearly basis for continued maintenance of the wastewater system. These line item accounts consist of but are not limited to: personnel training, equipment maintenance, supply purchases, public education and equipment purchases. Improvements for the wastewater collection system for the City of Hurst have been provided through the budget process. Approximately \$65,000 a year for system maintenance and another \$300,000 to \$600,000 a year for sewer main replacement have been budgeted in prior years.

Annually, a) the City utilizes two (2) Jet-Vactor trucks and cleans a minimum of 50% of the system's six-inch through twelve-inch sanitary sewer mains. b) Removal of an average of 100 cubic yards of grease, grit and other solids from the system. c) Continue the existing root control program by chemically treating a minimum average of 10,000 feet of pipe annually to extend the life of the fair to good rated clay tile mains. d) Continue to treat an average of 15,000 feet annually of mains with high grease concentrations with a grease liquefying chemical injection system and e) continue to effectively manage grease waste per House Bill 1979 and Hurst Ordinance 1957 by continued enhancement of the existing grease trap monitoring and cleaning schedule program with the XC2 software.

- Timeline for completing provided milestones:

a) Root control chemical treatment is scheduled annually during the winter months. b) Equipment Purchases are completed annually in the winter months. c) Public education handouts are provided at special events and during grease round up programs and are included in the Where We Live Magazines that are mailed out 4 times per year on the quarter. d) System cleaning and debris removal, chemical grease treatment, routine and emergency maintenance, grease trap monitoring is and will continue to be continually performed all year concurrently. e) Annual sewer main replacement project construction is scheduled for the drier months and is completed each summer. See attachment "A". 10 – lists & maps. 2019 – 2028 are potential main replacements and are subject to change year by year. It is the City of Hurst's goal each year to identify and replace 4,000 to 6,000 feet of the most problematic sanitary sewer main sections.

- Description of the sources of funding:

Funding is available through the following sources: a) wastewater operating funds. b) Federal Community Development Block Grant (CDBG) Program Funds. c) Bond Funds. d) Impact fees and e) Depreciation Account.

- Provisions for evaluating the effectiveness of the improvements:

Continue to update the GIS mapping and City Works Work Order system to track problem areas. Keep detailed records in the City Works Work Order System. Use MS Excel spreadsheets to record and monitor a) SSO's, b) causes of each SSO, c) corrective measures taken after each SSO and d) related customer claims.

If you have any questions, please feel free to contact me directly at 817-788-7206.

Sincerely,

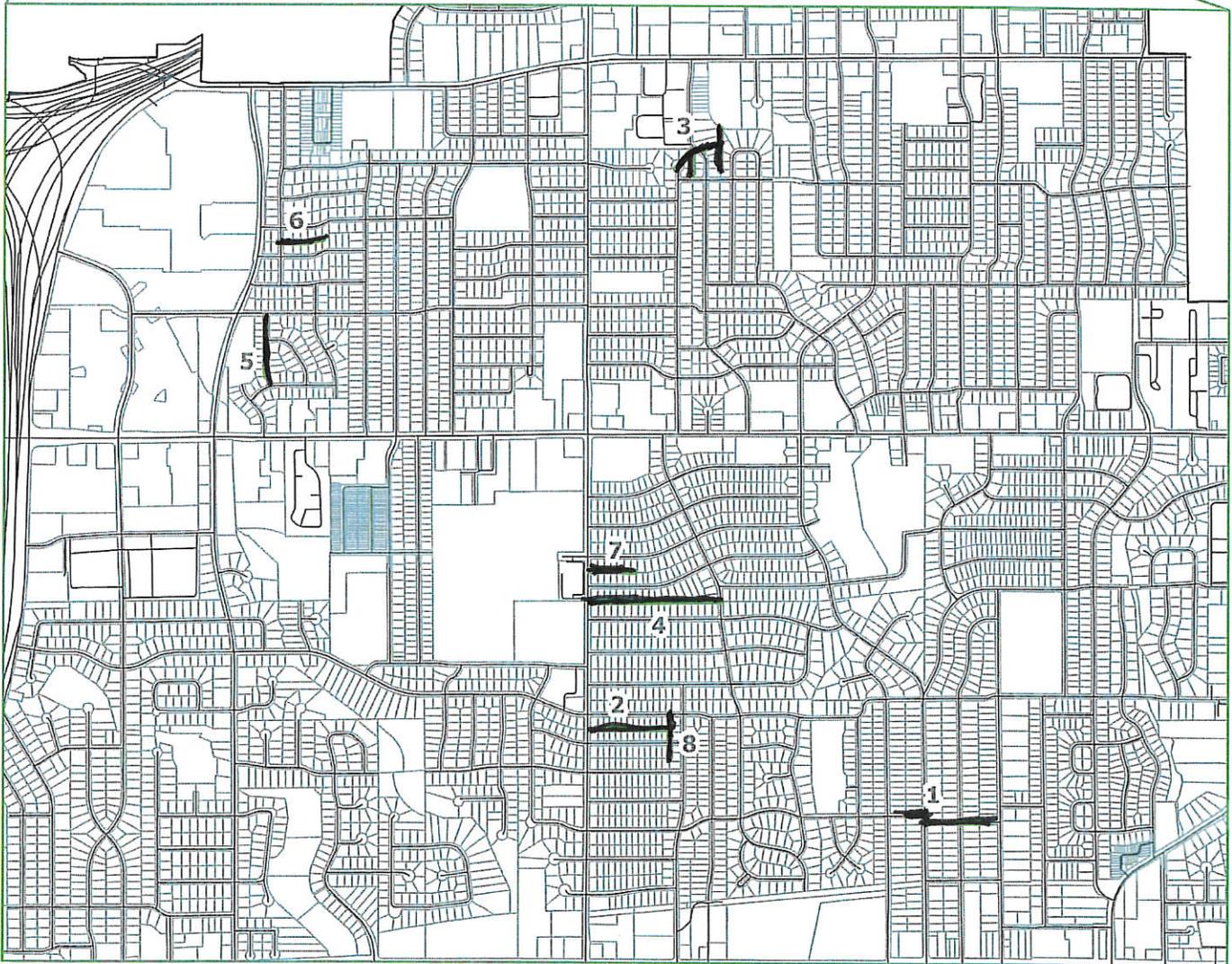
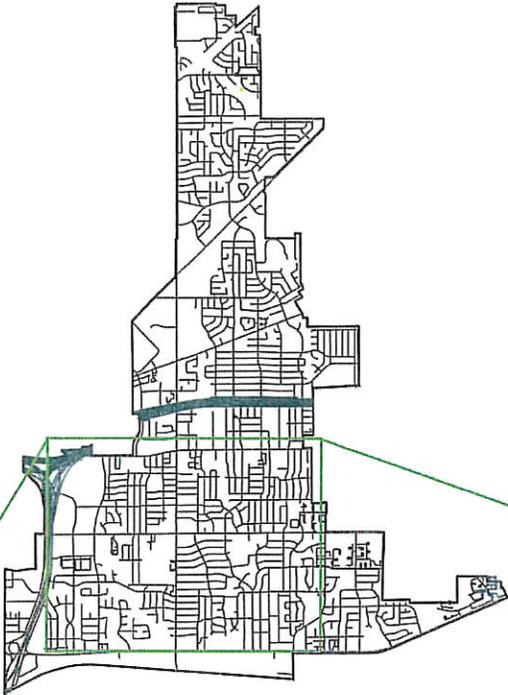
A handwritten signature in black ink, appearing to read "Mark Overcash". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Mark Overcash,
Director of Utilities
City of Hurst

Attachment "A"

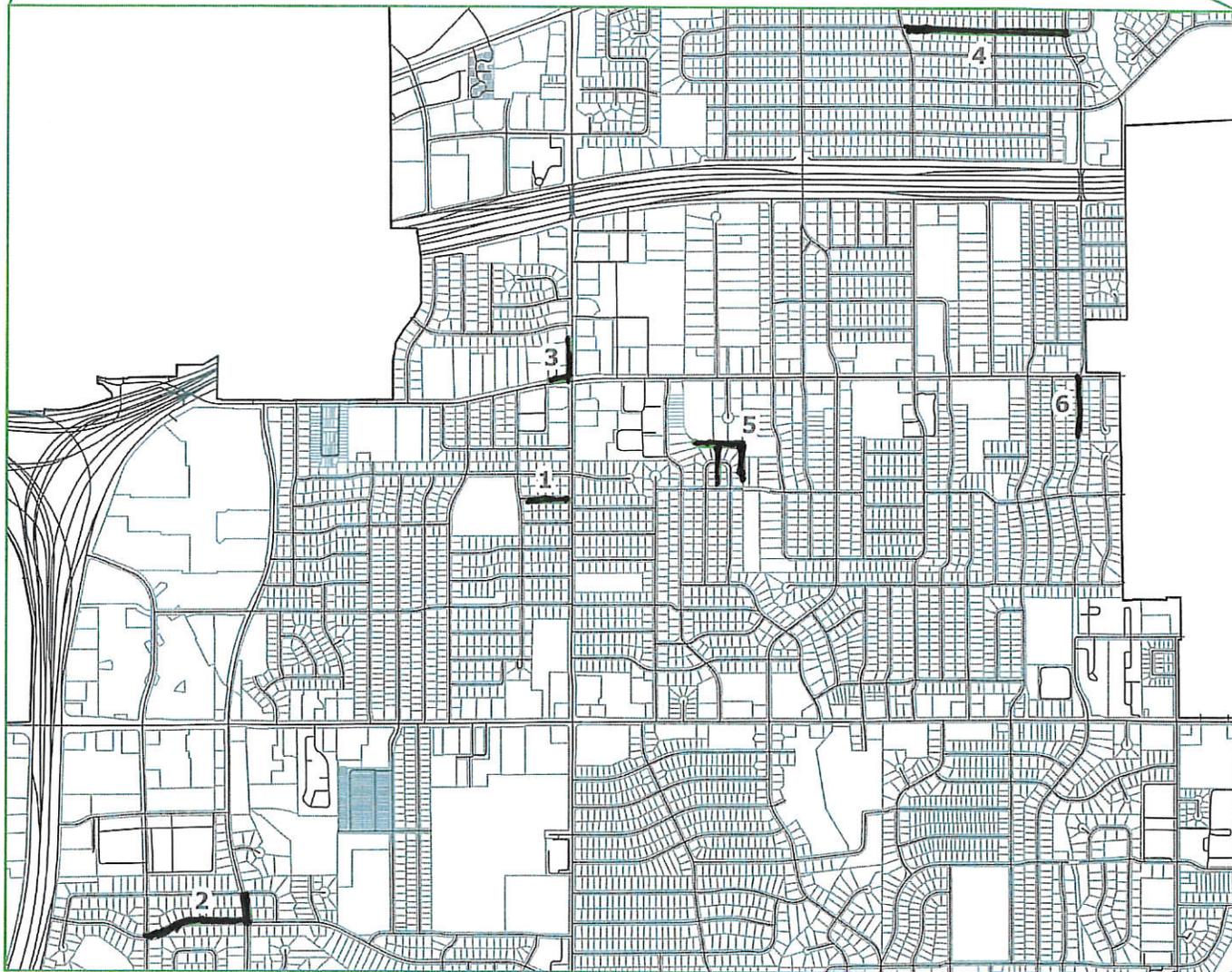
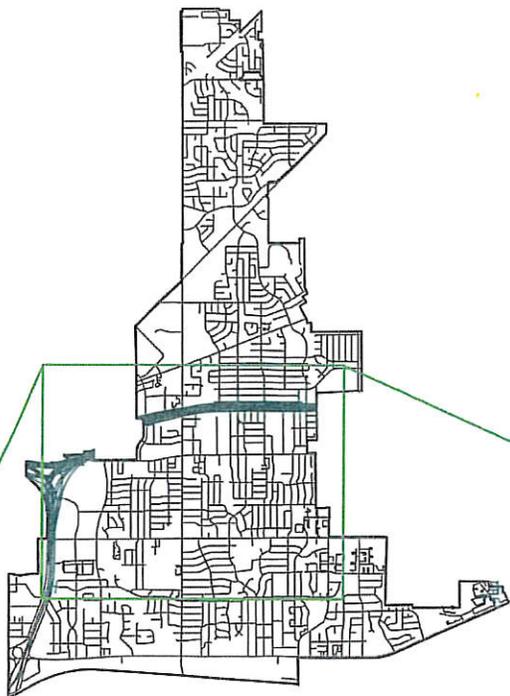
Cc: Gregory Dickens, Executive Director of Public Works
Kenneth Moore, Wastewater Collection Manager
TCEQ SSO File

City of Hurst 2019 Sewer Main Replacements



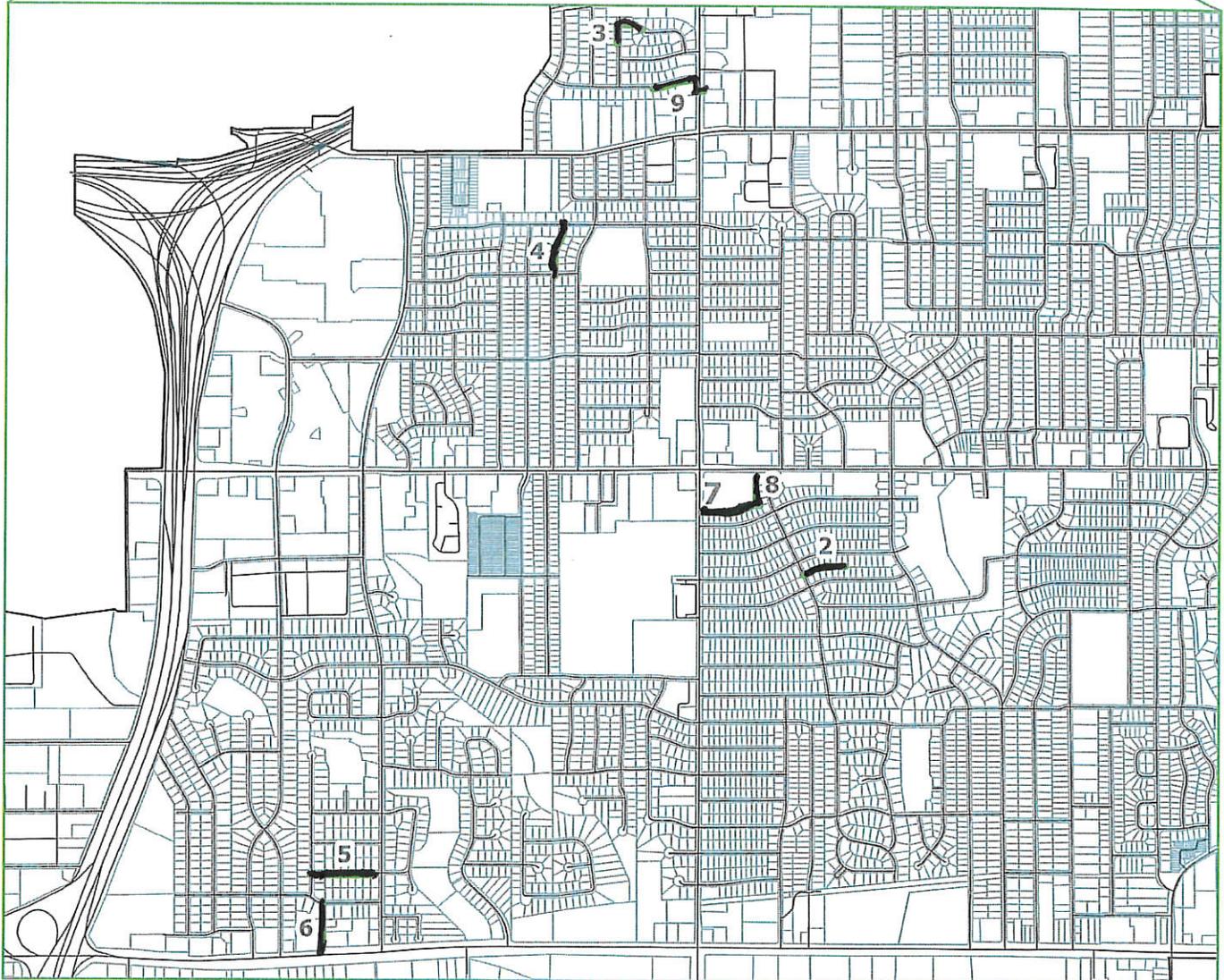
2019	WASTE WATER SEWER MAIN REPLACEMENT		
	ADDRESS	FOOTAGE	TV
1	300 HURSTVIEW DRIVE	870	
2	737 WEST REDBUD DRIVE	750	
3	1209 TRAILWOOD DRIVE	1,205	6/22/2011
4	700 BLOCK OF PINE STREET	1,350	
5	937 VENICE STREET	609	
6	1020 BLACK ST.	468	
7	744 PINE STREET	450	
8	425 ANDERSON DRIVE	400	
	TOTAL	6102	

City of Hurst 2020 Sewer Main Replacements



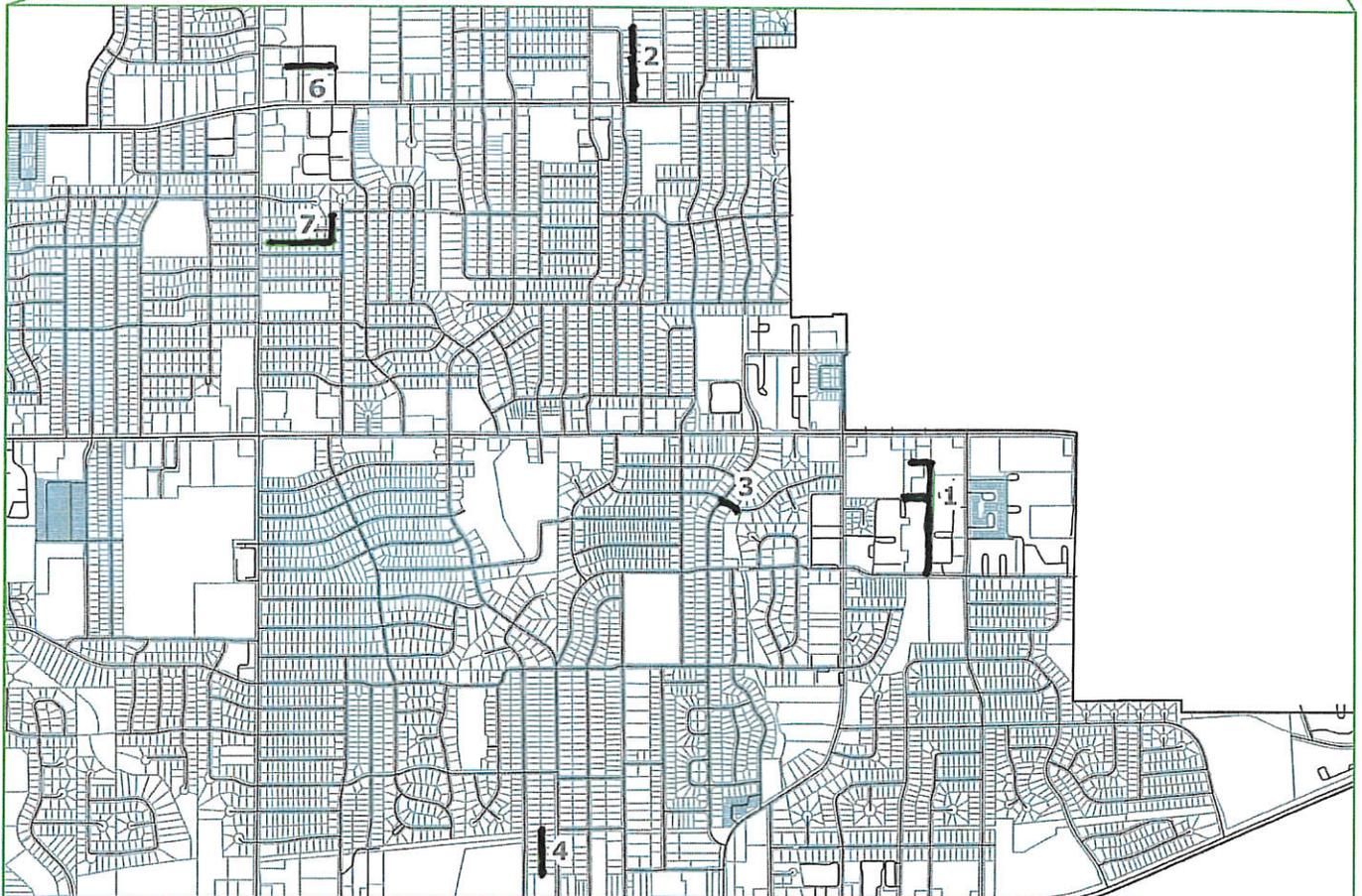
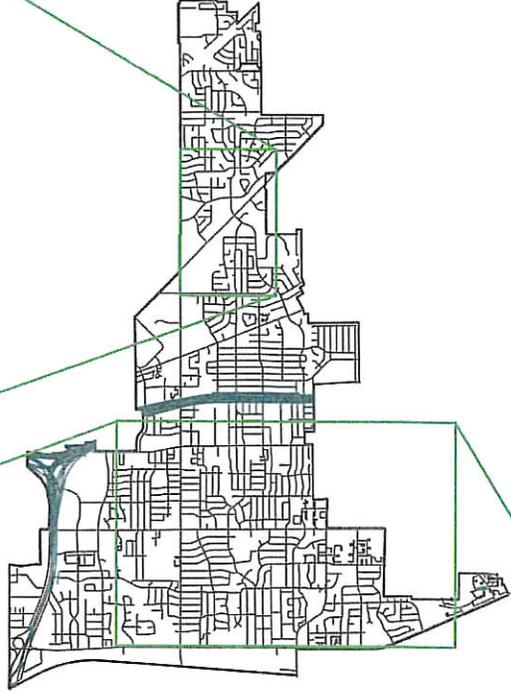
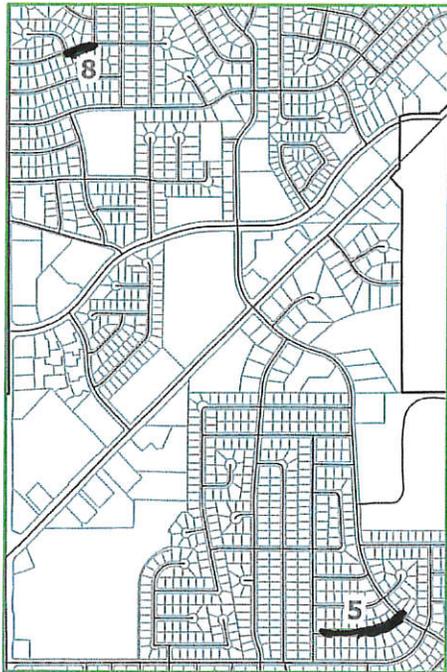
2020	WASTE WATER SEWER MAIN REPLACEMENT		TV
	ADDRESS	FOOTAGE	
1	800 DONNA DRIVE	510	6/5/2006
2	1200 BLOCK W. REDBUD DRIVE	1,500	
3	800 BEDFORD EULESS ROAD	670	
4	200/300 CIRCLEVIEW DRIVE NORTH	1,800	
5	1220 BIRCH STREET	1,250	
6	1200 BLOCK NORWOOD DRIVE	600	10/16/2006
	TOTAL	6330	

City of Hurst 2021 Sewer Main Replacements



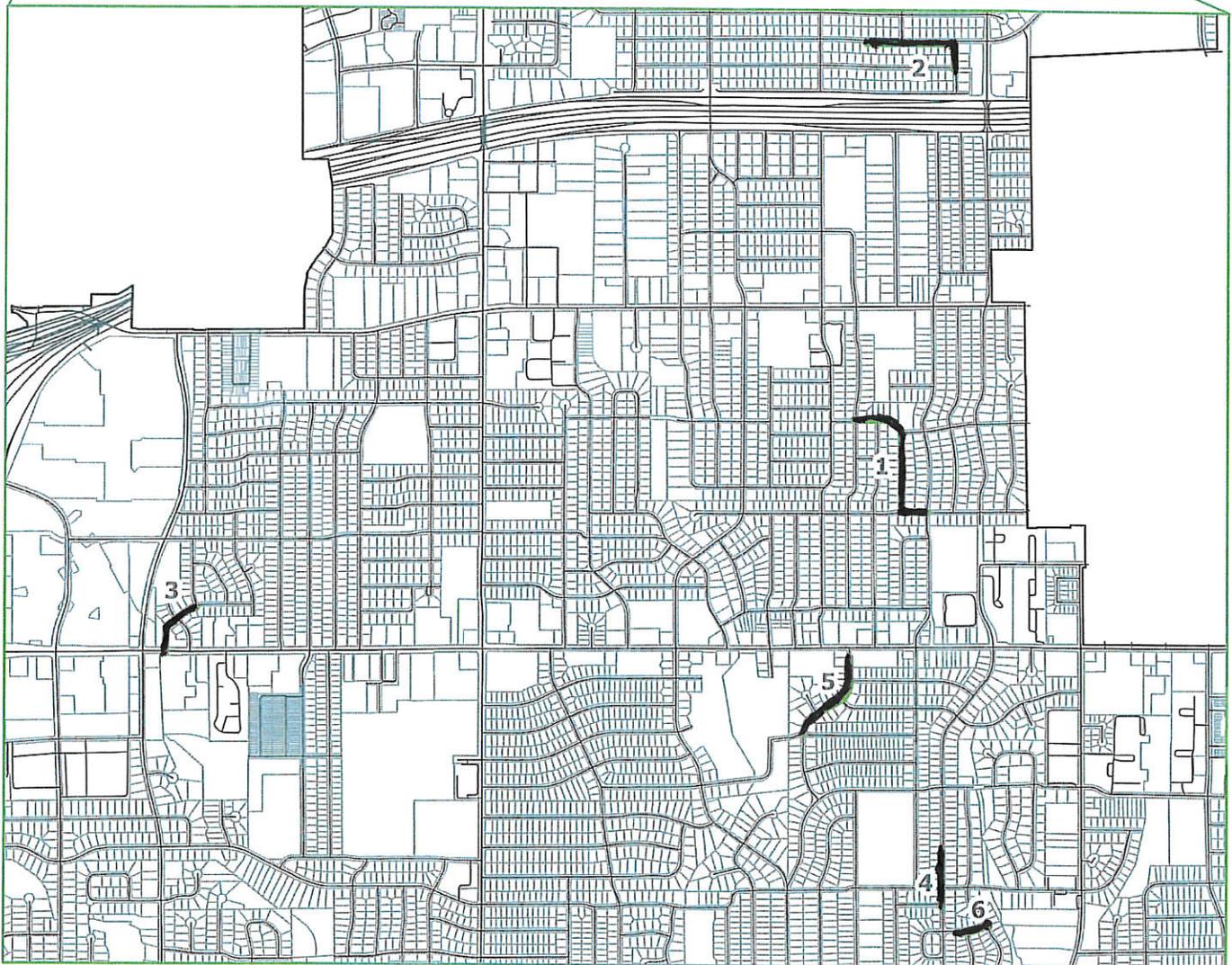
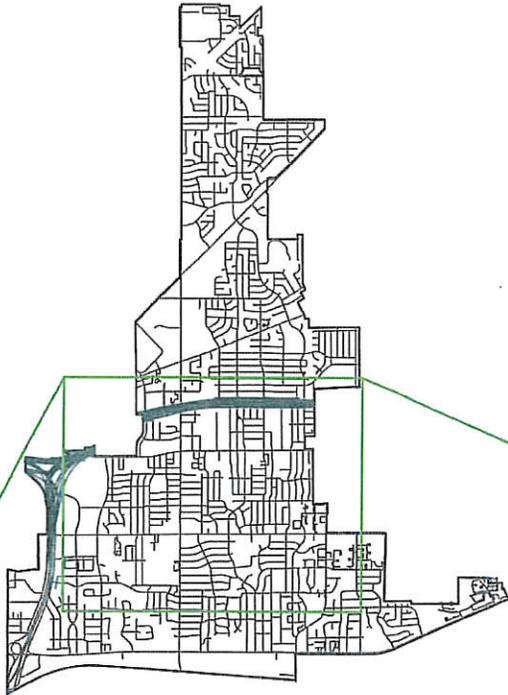
2021	WASTE WATER SEWER MAIN REPLACEMENT		TV
	ADDRESS	FOOTAGE	
1	1701 BROWN TRAIL (4"- 1350 18 HOUSE)	1,600	
2	632 PINE STREET	500	
3	1428 FOOTHILL DRIVE	500	
4	1128 LIVINGSTON DRIVE	600	2/18/2008
5	1209 BRADFORD DRIVE	700	
6	100 FANNING DRIVE	500	
7	744 CEDAR STREET	650	
8	749 RIDGECREST DRIVE	350	
9	813 WHEELWOOD DRIVE	650	
	TOTAL	6,050	

City of Hurst 2022 Sewer Main Replacements



2022	WASTE WATER SEWER MAIN REPLACEMENT		TV
	ADDRESS	FOOTAGE	
1	601 BELLAIRE DRIVE	1750	
2	1336 VALENTINE STREET	800	6/6/2006
3	108 EAST OAK DRIVE	220	
4	400 WEST HURST BLVD	500	11/7/2007
5	301 CONCORD DRIVE	890	
6	1304 PRECINCT LINE ROAD	500	6/5/2006
7	701 BEDFORD COURT WEST	1000	6/5/2006
8	725 TONI DRIVE	300	11/7/2007
	TOTAL	5960	

City of Hurst 2023 Sewer Main Replacements



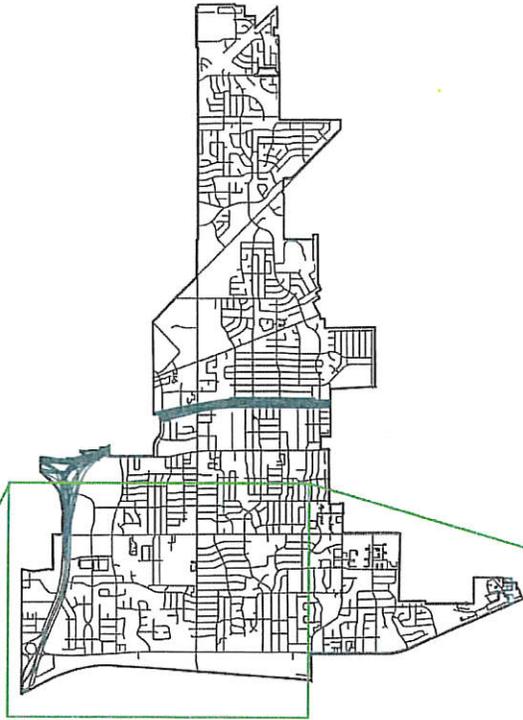
2023	WASTE WATER SEWER MAIN REPLACEMENT		TV
	ADDRESS	FOOTAGE	
1	200 BEDFORD COURT WEST	1800	4/4/2007
2	204 WEST PLEASANTVIEW DRIVE	1350	5/30/2007
3	1033 CALCUTTA STREET	700	3/6/2007
4	521 NORWOOD DRIVE	650	4/4/2007
5	701 BUENA VISTA DRIVE	1050	5/30/2007
6	104 LYNN DRIVE	400	4/9/2007
	TOTAL	5950	

City of Hurst 2024 Sewer Main Replacements



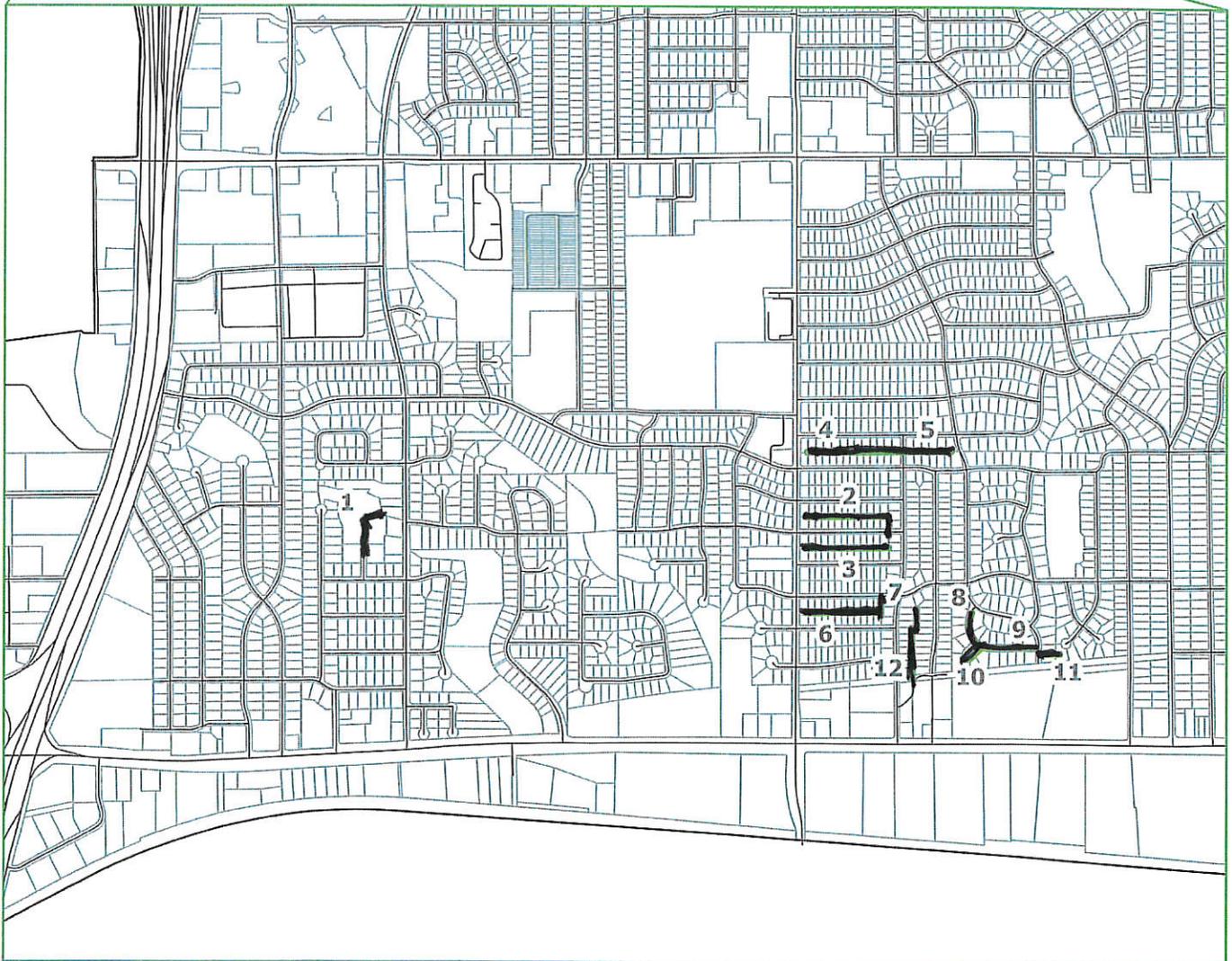
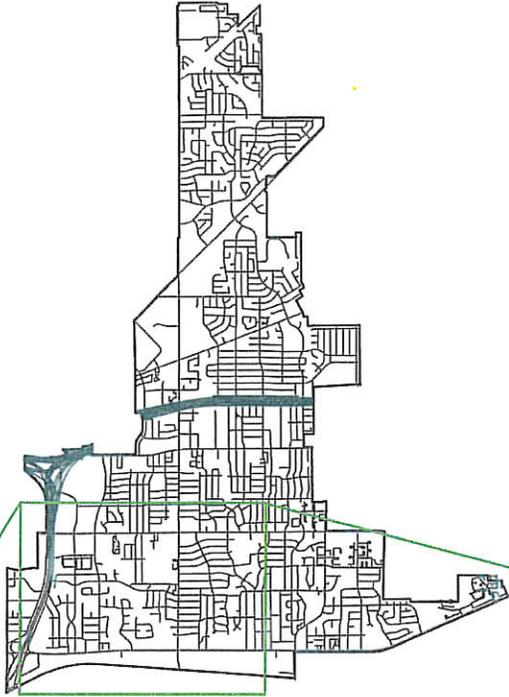
2024	WASTE WATER SEWER MAIN REPLACEMENT		
	ADDRESS	FOOTAGE	TV
1	628 E. PIPELINE ROAD	330	
2	825 W. REDBUD DRIVE	281	
3	800 OAKWOOD AVENUE	2600	
4	100 ENCINO DRIVE	612	1/11/2005
5	324 EAST PECAN STREET	520	6/5/2006
6	600 MID-CITIES BLVD	365	4/19/2011
7	428 BEDFORD COURT WEST	500	
8	1200 HURSTVIEW DRIVE	850	
	TOTAL	6058	

City of Hurst 2025 Sewer Main Replacements



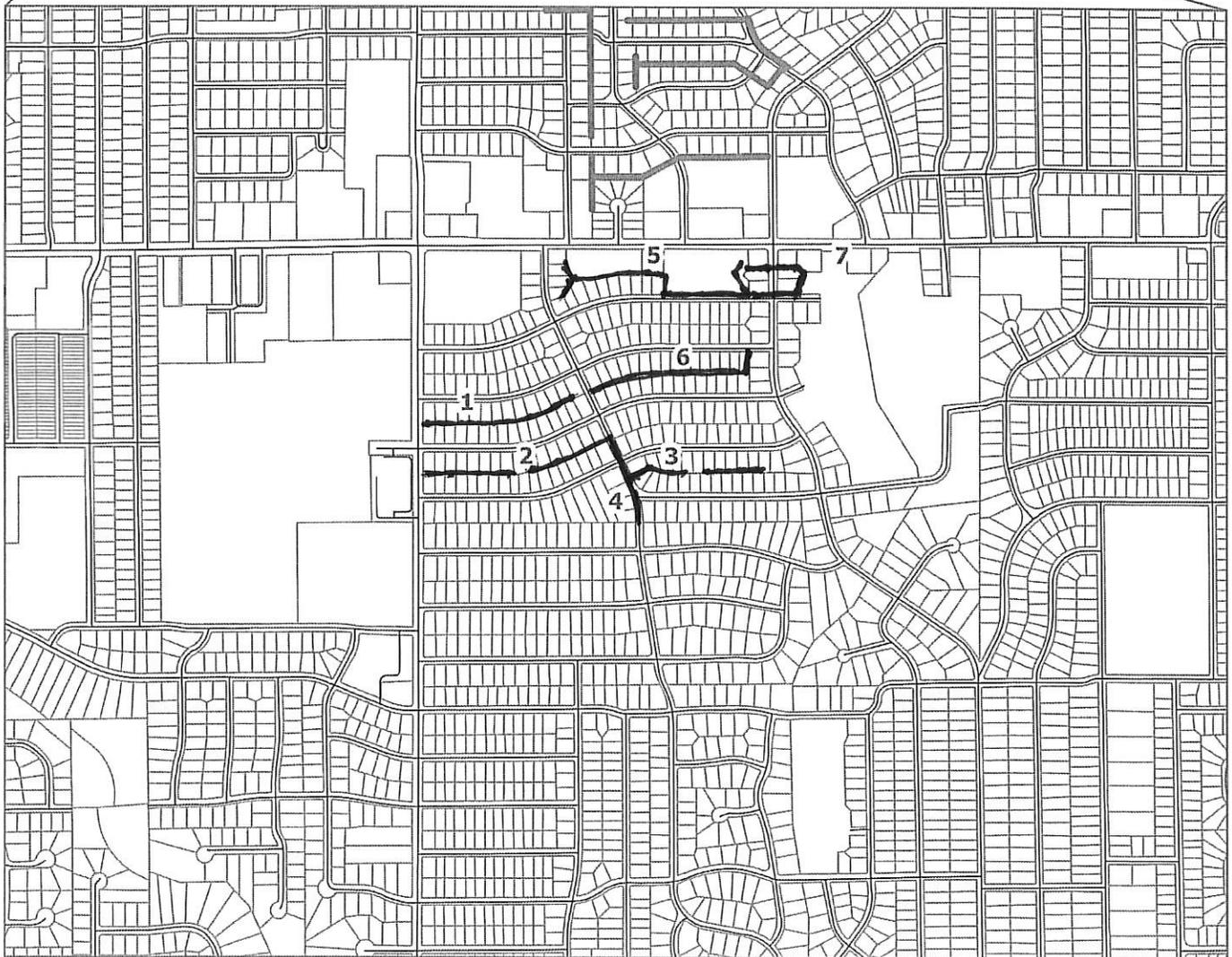
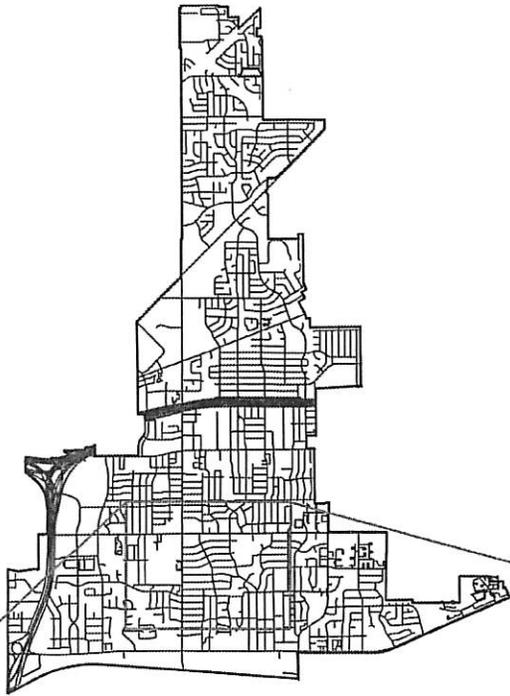
2025	WASTE WATER SEWER MAIN REPLACEMENT		
	ADDRESS	FOOTAGE	TV
1	785 TREADWELL TO 737 TREADWELL	690	2/24/2011
2	137 ANDERSON TO 137 ANDERSON	265	2/24/2011
3	137 ANDERSON TO 732 W. HURST BLVD	400	2/24/2011
4	137 ANDERSON TO 108 ANDERSON	170	2/24/2011
5	108 ANDERSON TO 704 W. HURST BLVD	200	2/24/2011
6	708 W. HURST BLVD TO 708 W. HURST BLVD	165	2/24/2011
7	708 W. HURST BLVD TO 600 W. HURST BLVD	600	2/24/2011
8	600 W. HURST BLVD	400	2/24/2011
9	1201 HARRIS AVE	700	
10	1201 WALKER DRIVE	680	
11	241 FANNING DRIVE	1100	
12	1201 CRESTVIEW DRIVE	550	
	TOTAL	5,920	

City of Hurst 2026 Sewer Main Replacements



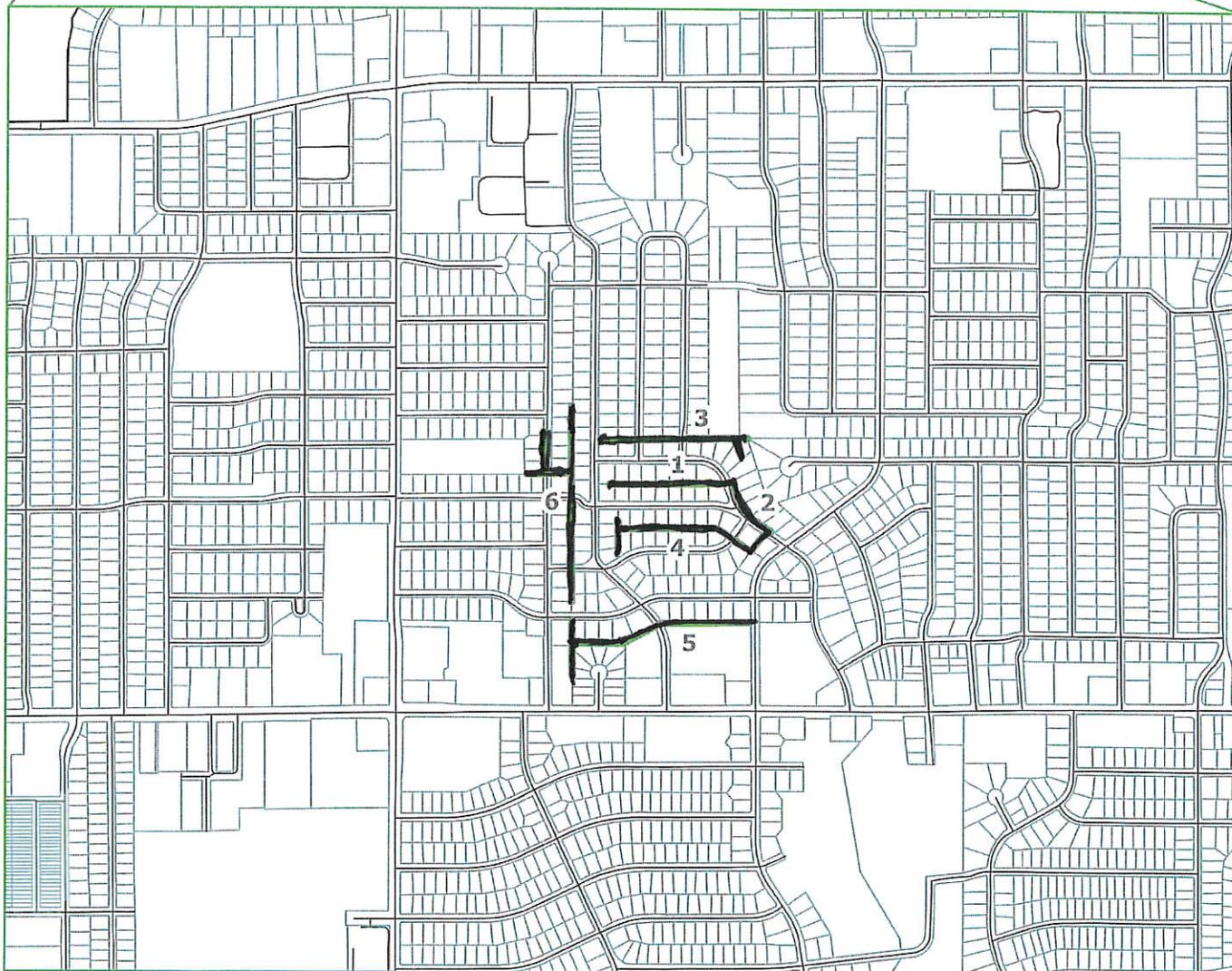
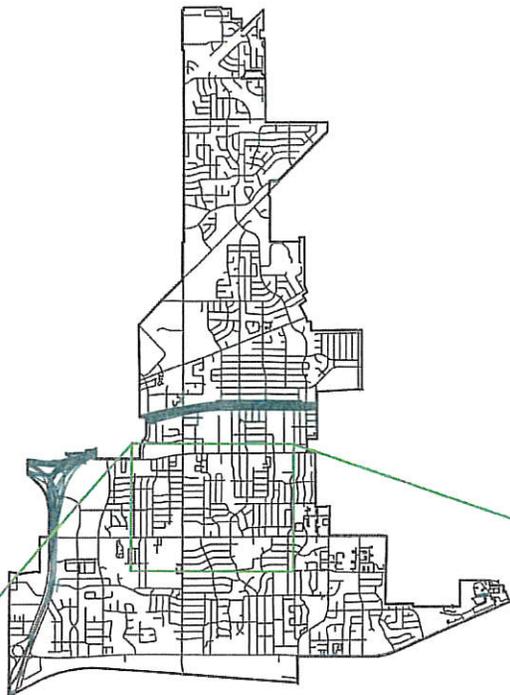
2026	WASTE WATER SEWER MAIN REPLACEMENT		
	ADDRESS	FOOTAGE	TV
1	300 OAKWOOD DRIVE	470	
2	737 RUTH LANE	930	
3	785 HENSON DRIVE	750	
4	773 PONDEROSA DRIVE	860	
5	721 PONDEROSA DRIVE	430	
6	785 CULLUM DRIVE	700	
7	741 CULLUM DRIVE	150	
8	620 POST OAK DRIVE	350	
9	600 POST OAK DRIVE	470	
10	109 POSTOAK CIRCLE	200	
11	200 RIDGECREST DRIVE	230	
12	200 ANDERSON DRIVE	670	
	TOTAL	6210	

City of Hurst 2027 Sewer Main Replacements



2027	WASTE WATER SEWER MAIN REPLACEMENT		
	ADDRESS	FOOTAGE	TV
1	753 OAK STREET	950	
2	740 PINE STREET	620	
3	653 PINE STREET	380	
4	609 RIDGECREST	500	
5	636 CEDAR STREET	1400	
6	605 WEST OAK DRIVE	1070	
7	748 HURSTVIEW DRIVE	1020	
	TOTAL	5940	

City of Hurst 2028 Sewer Main Replacements



2028	WASTE WATER SEWER MAIN REPLACEMENT		
	ADDRESS	FOOTAGE	TV
1	1037 BARBARA ANN DRIVE	720	
2	1012 BARBARA ANN DRIVE	400	
3	1032 BARBARA ANN DRIVE	950	
4	604 FOREST LANE	1130	
5	625 WOODCREST DRIVE	1370	
6	1017 TRAILWOOD DRIVE	1650	
	TOTAL	6220	

ATTACHMENT B

Contents

Sanitary Sewer Overflow Agreement Annual Progress Report

**Texas Commission on Environmental Quality
Sanitary Sewer Overflow (SSO) Agreement
Annual Progress Report**

INSTRUCTIONS

- This form is optional; however, it identifies the required and optional information to be included in the annual progress report for participants in the SSO Initiative. **Participants are highly encouraged to use the form.**
- You may attach to this form any additional information that demonstrates the progress made during the reporting period (such as graphs, photos, work order receipts, etc.)
- The **annual reporting period is located in your Agreement**. Typically, an initial progress report is due 90 days after the effective date of the Agreement, with progress reports due annually thereafter.
- This form may also serve as a template for developing your SSO plan.
- For each section that is completed, please reference the corresponding provision number from the Agreement.
- Participants are required to report the items marked with an asterisk (*) including all items in Section 1 through Section 4.

SECTION 1. PARTICIPANT INFORMATION

1.1	Participant Name*	
1.2	Case Number (located on the Agreement)*	
1.3	Regulated Entity Number*	
1.4	State Water Quality Permit Number (if applicable)*	
1.5	Representative Name & Title*	
1.6	Representative Phone Number*	
1.7	Annual Reporting Period (see instructions)*	

SECTION 2. EVALUATING THE EFFECTIVENESS OF THE PLAN

2.1	Provide the total number of SSOs (including the date, volume, and cause for each SSO) that occurred during the reporting period.*	
2.2	Provide a brief summary of how the corrective actions that were completed during this reporting period have already contributed to a reduction of SSOs in the system.*	
2.3	What actions are currently being taken or planned to ensure a reduction of SSOs will occur in the future?*	
2.4	Provide any additional information that demonstrates the success of your program (e.g. Compare the number of wet weather overflows with dry weather overflows to show inflow/infiltration (I/I) reduction).*	

SECTION 3. INTERIM MEASURES TO MITIGATE SSOs

3.1	Describe your SSO response plan.*	
3.2	What actions were taken during this reporting period to mitigate SSOs?*	
3.3	What improvements were made to your SSO response plan?*	

SECTION 4. SOURCES OF FUNDING

4.1	Provide a summary of the costs expended for completed projects during this reporting period.*	
4.2	Describe the anticipated and confirmed sources of funding for the next two years.*	

SECTION 5. OPERATIONS AND MAINTENANCE (O&M) PROGRAM

5.1	Briefly describe your O&M Program for the reporting period.*	
5.2	O&M Activities	Quantify the following components of your O&M activities for the reporting period. If you did not conduct an activity, please indicate with N/A.
5.2.1	Inspection frequency of the system (sewer pipes, lift stations, manholes, etc.)*	
5.2.2	Cleaning frequency of the system (sewer pipes, lift stations, manholes, etc.)*	
5.2.3	Total number of linear feet of sewer pipe in the system*	
5.2.4	Total number of linear feet of sewer pipe inspected*	
5.5.5	Total number of manholes in the system*	
5.2.6	Total number of manholes inspected*	
5.2.7	Total number of lift stations in the system*	

5.2.8	Total number of lift stations inspected*	
5.2.9	Total number of linear feet of sewer pipe cleaned*	
5.2.10	Describe the types of SSO-related employee training that was completed (e.g., Capacity, Management, Operations, & Maintenance; Fats, Oils, & Grease; etc.)*	
5.2.11	Other	

SECTION 6. SYSTEM EVALUATION & REHABILITATION

6.1	System Evaluation	Quantify or describe the following measures used to evaluate your system's capacity; inflow/infiltration (I/I) rate; etc. that were completed during the reporting period. If you did not conduct an activity, please indicate with N/A.
6.1.1	Flow Monitoring (e.g., wastewater treatment facility; lift stations; rainfall records, etc.)	
6.1.2	Dye Testing (e.g., to identify leaks, illegal connections, etc.)	
6.1.3	Smoke Testing (e.g., to identify illegal connections, exposed cleanouts, etc.)	
6.1.4	Evaluation to identify the location and condition of sewer pipes.	
6.1.5	Evaluation to identify the location and condition of manholes.	

6.1.6	Evaluation to identify the location and condition of lift stations.	
6.1.7	Closed Circuit Television	
6.1.8	System Mapping Updates	
6.1.9	Other	
6.2	Rehabilitation Projects	Quantify or describe the following rehabilitation projects that were completed during the reporting period. Please provide specific details, such as the number of linear feet, sizes of sewer pipes, number of manholes, etc. If you did not conduct an activity, please indicate with N/A.
6.2.1	Sewer Pipes Repaired/Rehabilitated*	
6.2.2	Sewer Pipes Replaced*	
6.2.3	Sewer Pipes Removed	
6.2.4	Sewer Pipes Added	
6.2.5	General Sewer Pipe Improvements	
6.2.6	Manholes Repaired/Rehabilitated*	
6.2.7	Manholes Replaced*	
6.2.8	Manholes Removed	
6.2.9	Manholes Added	
6.2.10	General Manhole Improvements (e.g., installing locks, replacing covers, etc.)	
6.2.11	Lift Stations Repaired/Rehabilitated*	

6.2.12	Lift Stations Replaced*	
6.2.13	Lift Stations Removed	
6.2.14	Lift Stations Added	
6.2.15	General Lift Station Improvements (e.g., electrical upgrades, installation of monitoring systems, etc.)	
6.2.16	Other	

SECTION 7. PUBLIC EDUCATION PROGRAMS

7.1	General SSO Education & Outreach	Quantify or describe the following measures completed under your SSO Education Program (if applicable) during the reporting period. Please provide specific details, such as number/frequency of brochures distributed, etc.
7.1.1	Educational Brochures (e.g., bill inserts, door knockers, etc.)	
7.1.2	Media Advertisements (e.g., television, radio, newspaper, etc.)	
7.1.3	Website Updates	
7.1.4	Educational/Training Opportunities (e.g., community events, school programs, etc.)	
7.1.5	City Ordinances	
7.1.6	Other	

7.1	General SSO Education & Outreach	Quantify or describe the following measures completed under your SSO Education Program (if applicable) during the reporting period. Please provide specific details, such as number/frequency of brochures distributed, etc.
7.2	Fats, Roots, Oil, & Grease (FROG) Program	Quantify or describe the following measures completed under your FROG Program (if applicable) during the reporting period. Please provide specific details, such as number/frequency of brochures distributed, etc.
7.2.1	Grease Trap/Interceptor Inspections*	
7.2.2	Grease Ordinance Updates	
7.2.3	Grease Ordinance Enforcement	
7.2.4	Grease Control Methods	
7.2.5	Food Service Establishment Training	
7.2.6	Root Control Methods	

SECTION 8. ADHERENCE TO MILESTONES

8.1	Discuss/describe all of the milestones that were completed in accordance with the requirements of the Agreement during the reporting period.*	
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8.2	<p>Discuss/describe all of the milestones that were NOT completed in accordance with the requirements of the Agreement during this reporting period. Include any changes you plan to make to ensure that milestones are completed for the next two years.*</p>	
8.3	<p>Provide a list of scheduled projects that are planned for the next two years.*</p>	

SECTION 9. MISCELLANEOUS

Provide any additional information you feel necessary to demonstrate compliance under the terms of the SSO Initiative.

SECTION 10. SIGNATURE

Signature _____ Date _____

Name (printed or typed) _____ Title _____

On the 18th day of February 2020, 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
Linda Dibley)	Members
Janie Melton-Judy		
Margaret Coleman		
Gus Nixon		
Julie Granquist)	Alternates
Ann Teeter		
Kyle Gordon)	Executive Director of Community Services
Jesse Loucks)	Library Director
Hannah Ditgen)	Community Services Management Assistant
Teri Smith)	Community Services Administrative Assistant
Vanessa Patchen)	Assistant Library Director
Beverly Kirkendall)	Library Manager

with the following members absent: Peggy Moore and Ruth Kennedy, constituting a quorum, at which time the following business was transacted:

I. Call to Order

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

II. Roll Call of Members

Teri Smith conducted the Roll Call of Members.

III. Approval of Minutes

The minutes of the January 21, 2020 regular meeting were reviewed and approved as written.

The following item was moved to the top of the Agenda:

IX. Informational Items

A. Programs Highlight – Train Car Creations: Beverly Kirkendall gave a brief overview of the Train Car Creations and Parade stating that this is the 15th consecutive year there has been a train car week at the Public Hurst Library. She informed the Board that the Library provides supplies needed for the children to create their own train car and participate in the parade with their creations. This year there was an overall substantial increase in attendance with 64 train car creations participants and 75 participants in the parade.

IV. Director's Report

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

<u>January</u>	
Circulation.....	31,069
Number of Active Patrons.....	32,310
Volunteer Hours.....	195
Door Count.....	10,556
Electronic Usage Sessions.....	5,197
Page Views.....	7,281
Net Revenue	\$ 2,295
Children's Programming.....	929
Adult Programming.....	241

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

IV. Director's Report

D. Works in Progress

- 1. Texas State Library Report:** Jesse Loucks informed the Board that Library Staff prepares the annual Texas State Library Report which accredits the Library and allows the Library to be eligible for state funded grants. With the assistance of several Staff Members, the report has been completed and is ready for submittal.
- 2. PC Deployment:** Mr. Loucks reported that the Library Staff assists in the maintenance of the computer lab at the Library as well as the Senior Center Computer Center. He noted that all of the computers at both facilities have been upgraded to Windows 10.
- 3. Minor Facility Repairs:** Mr. Loucks explained that the audio/visual system in the Program Room North and South was recently repaired. Mr. Loucks also noted that there were issues with the sink in the Library Break Room and Facilities Services Staff was able to repair the sink drain which is now back in good working order.

E. Staff Activities

- 1. Personnel Update:** Vanessa Patchen reported that the Programming and Outreach Librarian position is currently in the interview stage. The second round of interviews will begin soon to find the best candidate.

2. **Texas Library Association Conference:** Jesse Loucks informed the Board that several Library Employees will be attending the Texas Library Association Conference March 24th through March 27th. They will learn best practices for motivating young adults to become life long readers, continuing education for library administration, and the Library Staff will give a presentation highlighting the Think Tank.
3. **Central Texas Library System Workshop:** Mr. Loucks noted that the Library hosted the Central Texas Library System Workshop. This workshop prepared North Texas Libraries for the 2020 Summer Reading Club.

V. Reports of the Committees

A. Friends of the Hurst Public Library

1. **January Revenue Report:** The Friends revenue report for January was provided for the Board.
2. **2020 Book Sale:** Jesse Loucks informed the Board that several of the Friends of the Hurst Library along with many volunteers have been working hard to prepare for the 2020 Book Sale that will take place Friday, February 21st and Saturday, February 22nd.

VI. Communications

- A. **Community Comments:** Vanessa Patchen noted that the Library received positive comments on the Library's Facebook page and thank you notes from several children, teens, and parents and treats from Friendship Baptist Church.

VII. Unfinished Business

None at this time.

VIII. New Business

None at this time.

IX. Informational Items

- A. **Program Highlight – Train Car Creations:** This item was moved to the top of the Agenda.
- B. **Adult Services Academy Awards Challenge:** Vanessa Patchen informed the Board that the Library had a giveaway that encouraged patrons to vote for the nominees they thought would take home Oscars in each major category. This challenge was featured on display inside the Library as well as on social media. Two winners were selected from the 47 entries.

- C. Library Mobile App Update:** Ms. Patchen announced that Library Staff has been working on a new mobile app that is more streamlined, user friendly, and easily integrates with the Library collection. Ms. Patchen showed the Board how the app allows patron to manage their account with easy access to their checkouts, due dates, and holds. The app is now available to download in the App Store and Google Play Store.
- D. HEB Reads! And BISD Reads Update:** Jesse Loucks noted that Staff is in the process of preparing for the HEB Reads! and BISD Reads events, securing tents and food vendors. The HEB Reads! Event will take place on May 2nd and the BISD Reads event will be May 30th.
- E. Heritage Village Presents:** Hannah Ditgen presented the Board with the promotion video for the Heritage Village Presents Event Series. Over the past year, Staff and Ford Films have been working on this project to highlight the event series in the hope of reaching a large audience. The video is posted on the City’s Facebook page. Ms. Ditgen also gave a brief overview of the upcoming Grand Family Picnic on March 11th, Concert in the Park on April 24th, and Summer Kick Off on May 28th.
- F. Upcoming City Events:** Kyle Gordon reminded the Board of the upcoming Town Hall Forum on February 20th from 6:00 – 8:00 p.m. and the Board, Commission, and Committee Banquet on March 5th from 6:00 – 8:00 p.m. Both events will be held at the Hurst Conference Center. The Board, Commission, and Committee Banquet will serve as the March Board Meeting.

X. Board Member and Citizen Comments

None at this time.

XI. Adjournment

There being no further business, the meeting was adjourned by Chair, Betty Whiteside at 6:28 p.m.

APPROVED this the _____ day of _____, 2020

APPROVED:

ATTEST:

CHAIR

RECORDING SECRETARY

CITY OF HURST

Final Draft

COUNTY OF TARRANT

STATE OF TEXAS

On the 20th day of February 2020 at 11:00 a.m., the Hurst Senior Citizens Advisory Board of the City of Hurst, Texas, convened in Regular Meeting at the Hurst Senior Center, 700 Heritage Circle, Hurst, Texas, with the following members present:

- Gerald Grieser) Chair
- Joan Stinnett) Vice Chair
- Doris Young) Members
- Durwood Foote
- Bob Hampton
- Marcy Davis
- Barbara Albright
- Marie Perry
- Elaine Wicker) Alternates
- Kim Bouse

- Kyle Gordon) Executive Director of Community Services
- Teri Smith) Community Services Administrative Assistant
- Hannah Ditgen) Community Services Management Assistant
- Linda Rea) Senior Center Director
- Michelle Varley) Activities Supervisor

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

I. Call to Order

Gerald Grieser called the meeting to order at 11:00 a.m.

II. Roll Call of Members

Teri Smith conducted the Roll Call of Members.

III. Approval of Minutes

The minutes of the January 16, 2020 meeting were approved as written.

IV. Senior Center Director’s Report

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

<u>January</u>	
Center Attendance.....	12,932
Number of Members.....	2,000
Volunteer Hours.....	1,054
Net Revenue.....	\$ 21,805
Fitness Center Attendance.....	2,548
Class Attendance.....	3,142
Aquatics.....	161

B. Programs & Events Report: The Programs & Events Report for January was distributed to the Board and reviewed by Michelle Varley.

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

D. Works in Progress

1. Computer Lab Update: Kyle Gordon reported that the computers in the Computer Lab have all been upgraded to Windows 10. The number of computers will be reduced from 16 to 12 and will be replaced on a four-year cycle.

E. Staff Activities

1. Texas Recreation and Parks Society Mentoring Program: Michelle Varley informed the Board that she has begun mentoring a City of Grand Prairie employee as part of the Texas Recreation and Parks Society Mentoring Program. The purpose of the program is to provide each mentee with additional development opportunities that an effective mentorship program can offer. Ms. Varley noted that she will be involved as a mentor until the end of March.

V. Communications

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

VI. New Business

None at this time.

VII. Informational Items

A. Program Highlight – Show Us Your Green: Ms. Varley informed the Board of a new event this year, to celebrate Saint Patrick's Day. The event will be held in the Senior Center Lobby. This event will include a photo booth and other activities and Irish Stew will be served.

B. Business, Health and Benefits Expo: Ms. Varley noted that the Business, Health and Benefits Expo will be held on March 20th from 10:00 a.m. to noon. There will be 40 vendors for this event.

C. Cost Recovery and Resource Analysis Update: Kyle Gordon updated the Board on the progress of the Cost Recovery and Resource Analysis. There are 19 Staff Members who are currently working on the analysis. Public input meetings are scheduled for Tuesday, March 3rd 6:00-7:30 p.m. and Wednesday, March 4th 9:00-10:30 a.m., 12:00-1:30 p.m., and 6:00-7:30 p.m. at the Brookside Convention Center. The finalized policy is expected to be presented to the Board and the City Council in May.

D. Heritage Village Presents: Hannah Ditgen presented the Board with the promotion video for the Heritage Village Presents Event Series. Over the past year, Staff and Ford Films have been working on this project to highlight the event series in the hope of reaching a large audience. The video is posted on the City’s Facebook page. Ms. Ditgen also gave a brief overview of the upcoming Grand Family Picnic on March 11th, Concert in the Park on April 24th, and Summer Kick Off on May 28th.

E. Upcoming City Events: Kyle Gordon reminded the Board of the Town Hall Forum tonight from 6:00 p.m. - 8:00 p.m. and the Board, Commission, and Committee Banquet on March 5th from 6:00 p.m. - 8:00 p.m. Both events will be held at the Hurst Conference Center. The Board, Commission, and Committee Banquet will serve as the March Board Meeting.

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 11:54 a.m.

APPROVED this the _____ day of _____, 2020.

APPROVED:

ATTEST:

CHAIR

RECORDING SECRETARY

Future Event Calendar

March 24, 2020

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>
Friday, April 3, 2020 5:30 p.m.	Adaptive Egg Hunt- CANCELED
Saturday, April 4, 2020	Extra Bulk Trash Collection for Residents North of Highway 121 (Airport Freeway)
Tuesday, April 7, 2020 5:30 p.m.	EGGstravaganza- CANCELED
Friday, April 10, 2020	City Offices Closed for Good Friday
Saturday, April 11, 2020	Extra Bulk Trash Collection for Residents South of Highway 121 (Airport Freeway)
Saturday, April 18, 2020 8:00 a.m.- 11:00 a.m.	Household Hazardous Waste Event- CANCELED