

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

I. Call to Order

II. Informational Items

III. Discussion of Agenda Item(s) 9

Conduct a public hearing and consider Ordinance 2315, first reading, amending Chapter 27 of the Hurst Code of Ordinances regarding E-cigarettes or Electronic Cigarettes and Smoking / Non Traditional Smoking Related Businesses (*The public hearing and consideration for this item will be held at March 22, 2016 City Council meeting*)

Michelle Lazo

IV. Discussion of Agenda Item(s) 10

Consider Resolution 1639 authorizing the Texas Coalition for Affordable power (TCAP) to negotiate a five year Electric Supply Agreement effective January 1, 2018

Jeff Jones

V. Discussion of Agenda Item(s) 11

Consider authorizing the city manager to proceed with the Chisholm Park Improvements Project

Allan Heindel

VI. Adjournment

Posted by: _____

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

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

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

AGENDA:

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

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

CALL TO ORDER

INVOCATION (Mayor Richard Ward)

PLEDGE OF ALLEGIANCE

PRESENTATION(S)

1. Presentation of the Certificate of Achievement for Excellence in Financial Reporting, Fiscal Year 2013-2014
2. Presentation of Comprehensive Annual Financial Report (CAFR) by Rylander, Clay & Opitz, L.L.C. (RC&O)

CONSENT AGENDA

3. Consider approval of the minutes for the February 9 and 16, 2016 City Council meetings
4. Consider Ordinance 2313, second reading, amending Chapter 10 "Health" of the City of Hurst Code of Ordinances, by amending a portion of Section 10-78 "Definitions", and Section 10-84, "Inoperative, Abandoned or Junked Vehicle"
5. Consider Ordinance 2314, second reading, amending Chapter 14 "Offenses and Miscellaneous Provisions" Article II "Noise" by amending a portion of Section 14-22 "Loud noises generally"
6. Consider authorizing the city manager to enter into agreements with Cingl Communications and Argyle Security to install cabling and security for the Hurst City Hall renovation
7. Consider authorizing the city manager to enter into a Purchase Agreement for a NICE eXpress Recording System for the Police Department's Communication Center
8. Consider authorizing the city manager to enter into an Interlocal Agreement with Tarrant

County for the 2016 Street Overlay Program

PUBLIC HEARING AND RELATED ITEM (S)

9. Conduct a public hearing and consider Ordinance 2315, first reading, amending Chapter 27 of the Hurst Code of Ordinances, Section 27-3 Definitions by adding (43.5) E-cigarette or Electronic Cigarette and (112.5) Smoking / Non Traditional Smoking Related Business; by amending Sections 27-12 Limited Business (c) Planned Development uses by adding (3) Electronic Cigarettes, Section 27-13 General Business (c) Planned Development (6) Electronic Cigarettes; Section 27-14 Outdoor Commercial (c) Planned Development uses by adding (5) Electronic Cigarettes and Section 27-15.1 TX 10 Multi-Use District (c) Planned Development uses by adding Electronic Cigarettes (*The public hearing and consideration for this item will be held at March 22, 2016 City Council meeting*)

RESOLUTION(S)

10. Consider Resolution 1639 authorizing the Texas Coalition for Affordable power (TCAP) to negotiate a five year Electric Supply Agreement effective January 1, 2018

ACTION ITEM(S)

11. Consider authorizing the city manager to proceed with the Chisholm Park Improvements Project

OTHER BUSINESS

12. Review of the following advisory board meeting minutes:
 - Historical Landmark Preservation Committee
13. Review of upcoming calendar items
14. City Council Reports

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

EXECUTIVE SESSION in Compliance With the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.074, Personnel - (City Council Appointees) and to reconvene in Open Session at the conclusion of the Executive Session

15. Take any and all action necessary ensuing from Executive Session

ADJOURNMENT

Posted by: _____

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

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City Council Staff Report

SUBJECT: Presentation of the Certificate of Achievement for Excellence in Financial Reporting, Fiscal Year 2013-2014	
Supporting Documents:	
GFOA Letter	<p>Meeting Date: 2/23/2016</p> <p>Department: Fiscal Services</p> <p>Reviewed by: Clay Caruthers</p> <p>City Manager Review:</p>
Background/Analysis:	
<p>The Government Finance Officers Association (GFOA) established an awards program in 1945 to recognize superior financial reporting by state and local governments. This prestigious award, the Certificate of Achievement for Excellence in Financial Reporting, is available each year to eligible cities and other governments that prepare and submit their Comprehensive Annual Financial Report (CAFR) using an extensive checklist of grading criteria. Approximately 10% of municipal governments nationwide were awarded certificates for fiscal years that ended during calendar year 2013, including 193 of Texas' 1,216 incorporated cities. Hurst is one of only four Texas cities and one of only 19 cities nationwide to have received the award for at least forty years.</p> <p>To be eligible for a Certificate of Achievement, the CAFR must meet the following requirements:</p> <ul style="list-style-type: none"> Include all financial statements presented in conformity with generally accepted accounting principles (GAAP) Audited in accordance with generally accepted auditing standards Provide a clear and thorough view of the government's financial condition by demonstrating a "spirit of full disclosure" to clearly communicate its financial story Organized efficiently Adhere to certain terminology and formatting conventions <p>Seventeen specific categories are graded and include the Management's Discussion and Analysis, all financial statements, note disclosures, supplemental information and the statistical section. Hurst received a grade of proficient in all categories.</p> <p>31</p> <p>The Certificate program also provides participants with substantial benefits in addition to recognition. GFOA offers extensive technical reference material on</p>	

governmental accounting and financial reporting theory. The program encourages governments to use these tools to provide the many users of financial statements, such as rating agencies, with a wide variety of information useful in evaluating the financial condition. The added benefits of clarity, comparability, and completeness distinguish CAFRs that participate in the program.

GFOA's award program, The Certificate of Achievement for Excellence in Financial Reporting, is the highest form of recognition in governmental accounting and financial reporting. GFOA states that conformance to the program's standards represents "a significant accomplishment by the City and its management."

Funding and Sources:

There is no fiscal impact.

Recommendation:

Staff recommends acceptance of the GFOA's Certificate of Achievement for Excellence in Financial Reporting, Fiscal Year 2013-2014.



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

August 13, 2015

Clay Caruthers
Assistant City Manager/Fiscal Services
City of Hurst
1505 Precinct Line Road
Hurst TX 76054

Dear Mr. Caruthers:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended September 30, 2014, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. Enclosed is an AFRA for:

Fiscal Services Department, City of Hurst

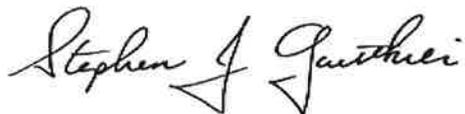
Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will find a certificate enclosed with these results followed by a plaque in about 10 weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by March 31, 2016.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith (dsmith@gfoa.org or (312) 578-5454).

Sincerely,
Government Finance Officers Association

A handwritten signature in black ink that reads "Stephen J. Gauthier". The signature is written in a cursive style with a large, stylized initial "S".

Stephen J. Gauthier, Director
Technical Services Center

SJG/ds



**The Government Finance Officers Association
of the United States and Canada**

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Fiscal Services Department
City of Hurst, Texas



The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Date August 13, 2015

City Council Staff Report

SUBJECT: Presentation of Comprehensive Annual Financial Report (CAFR) by Rylander, Clay & Opitz, L.L.C. (RC&O)	
Supporting Documents:	
CAFR for Fiscal Year Ended September 30, 2015	Meeting Date: 2/23/2016 Department: Fiscal Services Reviewed by: Clay Caruthers City Manager Review:
Background/Analysis:	
<p>The City's audit firm, RC&O, will present the CAFR for fiscal year ended September 30, 2015. Robert Simpson, Partner, or Kimberly Perkins, Audit Manager, will make the presentation.</p> <p>The independent audit was conducted in accordance with Section 5.45 of the City Charter, which states "The council shall cause an independent audit to be made of the books of account, records, and transactions of all the administrative departments of the city at least once yearly."</p> <p>A draft of the independent audit report was presented to the City Council Finance Committee on February 16, 2016. The Finance Committee approved recommendation of the Fiscal Year 2015 CAFR to City Council.</p>	
Funding and Sources:	
There is no fiscal impact.	
Recommendation:	
Staff supports the Finance Committee's recommendation to present the audited CAFR for fiscal year ended September 30, 2015.	

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

On the 9th day of February 2016, at 5:38 p.m., the City Council of the City of Hurst, Texas, convened in Work Session at Hurst City Hall, 1505 Precinct Line Road, Hurst, Texas, with the following members present:

Richard Ward)	Mayor
Bill McLendon)	Mayor Pro Tem
Larry Kitchens)	Councilmembers
Anna Holzer)	
Henry Wilson)	
Nancy Welton)	
David Booe)	
Allan Weegar)	City Manager
John Boyle)	City Attorney
Clay Caruthers)	Assistant City Manager
Jeff Jones)	Assistant City Manager
Rita Frick)	City Secretary
Michelle Lazo)	Managing Director of Development
Greg Dickens)	Executive Director of Public Works
Steve Bowden)	Executive Director of Development
Stephen Moore)	Police Chief
John Brown)	Fire Chief

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

- Presentation of Police Department Annual Racial Profile Report. Police Chief Steve Moore presented the annual racial profiling report and noted there were no reports of racial profiling.

Council moved to Work Session Item VI.

VI. Discussion of Agenda Item(s) 8

Consider Resolution 1638 supporting Roundstone Development's Senior Housing Development application for funding. City Manager Allan Weegar stated the applicant will be present this evening to answer any questions. He stated the proposed Resolution does not approve the project. He stated the Resolution supports an application for funding and the project will come back through the platting process.

Council moved to Work Session Item III.

III. Discussion of Agenda Item(s) 5

Consider P-16-01 Kmart Plaza Addition, a replat of Lot D1 to Lot D1R, Block 1, Kmart Plaza Addition, being .62 acre located at 1245 Pipeline Road. Managing Director of Development Michelle Lazo briefed Councilmembers on P-16-01 Kmart Plaza Addition, a replat of Lot D1 to Lot D1R, Block 1, Kmart Plaza Addition, being .62 acre located at 1245 Pipeline Road.

IV. Discussion of Agenda Item(s) 6

Consider Ordinance 2313, first reading, amending Chapter 10 "Health" of the City of Hurst Code of Ordinances, by amending a portion of Section 10-78 "Definitions", and Section 10-84, "Inoperative, Abandoned or Junked Vehicle". Managing Director of Development Michelle Lazo briefed Councilmembers on proposed amendments to Chapter 10 of the Code of Ordinances, reviewing new definitions and language reflecting new state law.

Council moved to Work Session VII.

VII. Discussion of Agenda Item(s) 9

Consider authorizing the city manager to proceed with the Hurst City Hall renovation plan. Architect Ron Hobbs briefed Councilmembers on the proposed renovations to city hall and Assistant City Manager Clay Caruthers reviewed costs and funding sources.

VIII. Discussion of Agenda Item(s) 10

Consider authorizing the city manager to purchase an ambulance from Frazer LTD, of Houston, Texas. Fire Chief John Brown briefed Councilmembers on the proposed purchase of a new ambulance.

Council moved to Work Session V.

V. Discussion of Agenda Item(s) 7

Consider Ordinance 2314, first reading, amending Chapter 14 "Offenses and Miscellaneous Provisions" Article II "Noise" by amending a portion of Section 14-22 "Loud noises generally". Executive Director of Development Steve Bowden briefed Councilmembers on proposed amendments to the noise ordinance noting new definitions and the addition of maximum decibel levels.

VI. Adjournment - The work session adjourned at 6:21 p.m.

APPROVED this the 23rd day of February 2016.

ATTEST:

APPROVED:

Rita Frick, City Secretary

Richard Ward, Mayor

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

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

Richard Ward)	Mayor
Bill McLendon)	Mayor Pro Tem
Larry Kitchens)	Councilmembers
Anna Holzer)	
Henry Wilson)	
Nancy Welton)	
David Booe)	
Allan Weegar)	City Manager
John Boyle)	City Attorney
Clay Caruthers)	Assistant City Manager
Jeff Jones)	Assistant City Manager
Rita Frick)	City Secretary
Greg Dickens)	Executive Director of Public Works
Steve Bowden)	Executive Director of Development
Michelle Lazo)	Managing Director of Development
Stephen Moore)	Police Chief
John Brown)	Fire Chief

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

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

Councilmember Larry Kitchens gave the Invocation.

The Pledge of Allegiance was given.

Mayor Ward recognized Congressman Kenny Merchant's District Communication and Outreach Representative Rhett Gum who introduced himself and stated his availability to the Council and public if needed.

CONSENT AGENDA

1. Considered approval of the minutes for the January 26 and February 2, 2016 City Council meetings.
2. Considered authorizing the city manager to execute Change Order No. 1 for the 2015 Miscellaneous Sanitary Sewer Pipe Bursting Improvements Project.

3. Considered authorizing the city manager to enter into a Professional Service Contract with Pace Analytical for the routine monitoring of drinking water/wastewater, lead and copper sample analysis.
4. Considered authorizing the city manager to enter into a Professional Service Contract with Armstrong Forensic Laboratories for Commercial Wastewater Surcharge Sampling Analysis.

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

Ayes: Councilmembers McLendon, Booe, Kitchens, Holzer, Wilson and Welton
No: None

PLAT(S)

5. Considered P-16-01 Kmart Plaza Addition, a replat of Lot D1 to Lot D1R, Block 1 Kmart Plaza Addition, being .62 acre located at 1245 Pipeline Road. Mayor Ward recognized applicant Clay Christy, Claymore Engineering, 1903 Central Drive, Bedford, Texas who, in response to Councilmembers' questions, stated the demo of the old gas station should begin within the next sixty days. City Engineer Greg Dickens stated engineering items were reviewed and are acceptable.

Councilmember Wilson moved to approve P-16-01. Motion seconded by Councilmember Holzer. Motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, Holzer, Wilson and Welton
No: None

ORDINANCES(S)

6. Considered Ordinance 2313, first reading, amending Chapter 10 "Health" of the City of Hurst Code of Ordinances, by amending a portion of Section 10-78 "Definitions", and Section 10-84, "Inoperative, Abandoned or Junked Vehicle". Mayor recognized Managing Director of Development Michelle Lazo, who reviewed the proposed ordinance noting the new definition of a junked vehicle includes the requirement for a valid license tag, and Section 10-84 "Inoperative, Abandoned, or Junked Vehicle" will be amended to reflect the language in the state statute. In response to Councilmembers' questions, Ms. Lazo stated the ordinance would include motorcycles and reviewed the code enforcement process.

Councilmember McLendon moved to approve Ordinance 2313, first reading, amending Chapter 10 "Health". Motion seconded by Councilmember Welton. Motion prevailed by the following vote:

Ayes: Councilmembers McLendon, Booe, Kitchens, Holzer, Wilson and Welton
No: None

7. Considered Ordinance 2314, first reading, amending Chapter 14 “Offenses and Miscellaneous Provisions” Article II “Noise” by amending a portion of Section 14-22 “Loud Noises Generally”. Mayor Ward recognized Executive Director of Economic Development Steve Bowden who reviewed the proposed changes including a set decibel level.

Councilmember Wilson moved to pass Ordinance 2314, first reading. Motion seconded by Councilmember McLendon. Motion prevailed by the following vote:

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

No: None

RESOLUTION(S)

8. Considered Resolution 1638 supporting Roundstone Development’s Senior Housing Development application for funding. Mayor Ward recognized Michael Hartman, 1605 LBJ Freeway, Suite 610, Dallas, Texas, who provided an overview of the proposed senior development for eighty-eight homes on West Bedford Euless Road. Mr. Hartman explained that tonight’s request is asking for support to file an application to receive federal housing credits from the State of Texas. Mr. Hartman reviewed the financing mechanism, Roundstone’s experience with these types of projects, benefits for the community and low income seniors. He stated Roundstone understands this is the first step in a process and, if funding is received, they will return with a site plan.

In response to Councilmembers’ questions, Mr. Hartman stated this is not government subsidized housing and the letter of support only states the Council approves the application to the State. He reviewed the age requirement of 55 plus, the proposed retail construction, which will be in Phase II, and how they selected the City of Hurst, and this particular site.

Councilmember Wilson moved to pass Resolution 1638. Motion seconded by Councilmember Holzer. Councilmember Kitchens expressed his concern with this location and extending the footprint of low income housing. He expressed his desire to see development in the Bellaire area. He stated he has no problem with Roundstone or this type of development, it is just this particular location.

Mayor Ward called for a vote on the motion:

Ayes: Councilmembers Wilson, Holzer and Welton

No: Councilmembers McLendon Kitchens and Booe

Mayor Ward stated he was not going to vote. City Attorney John Boyle stated that if the Mayor was not abstaining due to a ground of ineligibility, his vote will count for the positive side, the motion and the Resolution will pass. After further discussion, City Attorney Boyle stated the item could be placed on hold in abeyance and he could provide a written opinion.

Councilmembers discussed the process to bring the Resolution back for further consideration.

ACTION ITEM(S)

9. Considered authorizing the city manager to proceed with the Hurst City Hall renovation plan. Mayor Ward recognized Architect Ron Hobbs who reviewed the proposed city hall renovations noting the main construction will take place in the old courtroom and will be subdivided for Human Resources. He stated other space will be reallocated to eliminate overcrowding for Information Technology Services and reviewed the various areas of the project. Assistant City Manager Clay Caruthers reviewed an anticipated cost, not to exceed \$600,000, and noted this cost does not include information technology cabling and security access or furniture and fixtures. He stated these items will be brought to Council for consideration at a future date.

Councilmember Welton moved to authorize the city manager to proceed with the renovation of Hurst City Hall, for an amount not to exceed \$600,000, with funding from the Special Projects Fund. Motion seconded by Councilmember Kitchens. Motion prevailed by the following vote:

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

No: None

10. Considered authorizing the city manager to purchase an ambulance from Frazer LTD, of Houston, Texas. Mayor Ward recognized Fire Chief John Brown who reviewed the purchase of the ambulance stating it will be an upgrade to the existing fleet and allows the fire department to rotate the ambulances. Chief Brown reviewed the proposed equipment, costs, and the life span of the apparatus.

Councilmember McLendon moved the city manager be authorized to purchase a new ambulance for a price not exceed \$235,000. Motion seconded by Councilmember Welton. Motion prevailed by the following vote:

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

No: None

Mayor Ward returned to Agenda Item 8. Mayor Ward stated he is voting yes on this Resolution. Motion prevailed.

OTHER BUSINESS

11. Councilmembers reviewed the following advisory board meeting minutes:
- Teen Court Advisory Board
 - Hurst Senior Citizens Advisory Board
 - Library Board
 - Planning and Zoning Commission
 - Parks and Recreation Board

- 12. Review of upcoming calendar items – City Manager Allan Weegar noted the Town Hall Report to the Community, Monday, February 15, 2016, 6:00 p.m. at the Hurst Conference Center.
- 13. City Council Reports – No reports were given.

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

Mayor Ward recognized the students in attendance.

Mayor Ward stated Council will not recess to Executive Session.

EXECUTIVE SESSION in Compliance With the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.074, Personnel - (City Council Appointees) and to reconvene in Open Session at the conclusion of the Executive Session.

- 14. Take any and all action necessary ensuing from Executive Session. No action was taken.

ADJOURNMENT

The meeting adjourned at 7:51 p.m.

APPROVED this the 23rd day of February 2016.

ATTEST:

APPROVED:

Rita L. Frick, City Secretary

Richard Ward, Mayor

**MINUTES
HURST CITY COUNCIL
WORK SESSION
TUESDAY, FEBRUARY 16, 2016**

On the 16th day of February 2016, at 5:22 p.m., the City Council of the City of Hurst, Texas, convened in Special Session at the Hurst Conference Center, 1601 Campus Drive, Hurst, Texas, with the following members present:

Richard Ward)	Mayor
Bill McLendon)	Mayor Pro Tem
Henry Wilson)	Councilmembers
Anna Holzer)	
Larry Kitchens)	
David Booe)	
Nancy Welton)	
Allan Weegar)	City Manager
Rita Frick)	City Secretary
Matia Messemer)	Executive Director of Human Resources

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

I. The meeting was called to order at 5:22 p.m.

II. Informational Items – None.

Mayor Ward recessed the meeting to Executive Session at 5:22 p.m. in compliance with the provisions of the Texas Open Meetings Law, authorized by Government Code, Section 551.074, Personnel - (City Council Appointees) and reconvened to Open Session at 6:56 p.m.

III. Adjournment - The Work Session was adjourned at 6:57 p.m.

APPROVED this the 23rd day of February 2016.

ATTEST:

APPROVED:

Rita Frick, City Secretary

Richard Ward, Mayor

City Council Staff Report

SUBJECT: An Ordinance amending Chapter 10 "Health" of the City of Hurst Code of Ordinances, by amending a portion of Section 10-78 "Definitions", and Section 10-84, "Inoperative, Abandoned or Junked Vehicle"

Supporting Documents:

Ordinance 2313

Meeting Date: 2/23/2016

Department: Development

Reviewed by: Steve Bowden

City Manager Review:

Background/Analysis:

The City of Hurst adopted the Nuisance ordinance in 2006. The ordinance has been a very effective tool to maintain the quality and integrity of our neighborhoods. Since 2006, many cities have adopted similar ordinances, which include some definitions and sections that would be a benefit to the City of Hurst.

The proposed amendments to Chapter 10 include changing the definition of a "Junked Vehicle", which was amended by the state in 2015. The new definition requires a valid license tag, which now covers the registration and state inspection.

Section 10-84 "Inoperative, Abandoned, or Junked Vehicle" will be amended to reflect the language in the state statute.

Funding and Sources:

There is no fiscal impact.

Recommendation:

The Neighborhood Community Advisory Committee met on Thursday, May 28, 2015, and voted 6-0 to recommend approval of amending Chapter 10 "Health" as presented.

ORDINANCE 2313

AN ORDINANCE AMENDING CHAPTER 10 "HEALTH" BY AMENDING A PORTION OF SECTION 10-78 "DEFINITIONS" OF THE CITY OF HURST, TEXAS CODE OF ORDINANCES, AND SECTION 10-84 "INOPERATIVE, ABANDONED OR JUNKED VEHICLE," PROVIDING A PENALTY, PROVIDING FOR SEVERABILITY, AND AN EFFECTIVE DATE

WHEREAS, the City of Hurst ("City") has an interest in the health, welfare and safety of its citizens; and

WHEREAS, under legislation passed by the Texas Legislature, motor vehicles will still be subject to vehicle inspection, but will no longer display a motor vehicle inspection certificate ; and

WHEREAS, the City Council deems it is in the best interest of the citizens of the City of Hurst that the current nuisance be amended to provide for an updated definition of "junked vehicle" to match the state law; and

WHEREAS, the City Council finds that the adoption of regulations is needed and that they further the public health, safety and welfare of the community.

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

SECTION 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2. THAT the City of Hurst, Texas Code of Ordinances be amended by amending subsection (a) "Definitions" Section 10-78 in part, only as to the definition of "junked vehicle", by deleting the current definition of "junked vehicle" and replacing it to read as follows:

"Junked vehicle" means a motor vehicle defined in V.T.C.A., Transportation Code § 683.071 et seq., or successor sections, that is inoperative, and:

- (1) A motor vehicle that displays an expired license plate or does not display a license plate; or
- (2) Wrecked, dismantled, partially dismantled or discarded; or

- (3) Remains inoperable for a continuous period of more than thirty (30) days.

SECTION 3. THAT the City of Hurst, Texas Code of Ordinances be amended by amending Section 10-84 by deleting the current section 10-84 and replacing it to read as follows:

Sec. 10-84. - Inoperative, abandoned, or junked vehicles.

Definitions, procedures, authority taken from V.T.C.A., Transportation Code, Chapter 683, Abandoned Motor Vehicles, Subchapter A, General Provisions, Sections 683.001 through 683.078. A junked vehicle as herein defined, or parts thereof, which are located in any place where they are visible from a public place or right-of-way are detrimental to the safety and welfare of the general public, tending to reduce the value of private property, to invite vandalism, to create fire hazards, to constitute an attractive nuisance creating a hazard to the health and safety of minors, and are detrimental to the economic welfare of the state, by producing urban blight which is adverse to the maintenance and continuing development of the municipalities in the state, and such vehicles, therefore, shall be and are hereby declared a public nuisance.

(1) It shall be unlawful for a person, driver or owner, to stand, park or allow to stand, an automobile, truck or any other motor vehicle or any trailer on any public property for a period in excess of forty-eight (48) hours when such vehicle or trailer is without one or more wheels or is apparently inoperative for any reason. For this purpose, any vehicle that displays an expired license plate or does not display a license plate may be deemed inoperative.

(2) Motor vehicles or trailers found to be situated so as to violate this section are hereby declared a nuisance and shall be towed into a facility designated for such purpose by the City and such vehicles or trailers shall not be allowed to be reclaimed except upon proof of ownership and payment of the towing fee and costs of storage."

SECTION 4. THAT save and except as amended by this ordinance, the provisions of Section 10-78 and 10-84 of the City of Hurst, Texas, shall remain in full force and effect.

SECTION 5. THAT the terms and provisions of this ordinance shall be deemed to be severable and that if the validity of any section, subsection, sentence, clause, or phrase of this ordinance should be declared to

be invalid, the same shall not affect the validity of any other section, subsection, sentence, clause, or phrase of this ordinance.

SECTION 6. THAT this ordinance shall become effective and shall be in full force and effect from and after the final date of passage and adoption by the City Council of the City of Hurst, Texas.

SECTION 7. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Hurst, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) or Five Hundred (\$500.00), as applicable, for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

AND IT IS SO ORDERED.

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

Approved on the second reading on the ___ day of _____ 2016 by a vote of _ to _.

ATTEST:

CITY OF HURST

Rita Frick, City Secretary

Richard Ward, Mayor

Approved as to form and legality:

City Attorney

City Council Staff Report

SUBJECT: Approval of Ordinance 2314 amending Chapter 14 " Offenses and Miscellaneous Provisions" Article II "Noise" by amending a portion of Section 14-22 " Loud noises generally"

Supporting Documents:

Ordinance 2314

Meeting Date: 2/23/2016

Department: Economic Development

Reviewed by: Steve Bowden

City Manager Review:

Background/Analysis:

The existing ordinance makes reference to a noise violation when a person of ordinary sensibilities suffers material distress, discomfort or injury. Incidents have recently brought attention to the subjectivity of the existing language used, causing too much room for individual definition and discernment. A survey was conducted of numerous cities which revealed they too had found the need over recent years to add a more formidable way to measure noise. They have rewritten their ordinances and adopted a practice of their Police Department using a professional noise decibel meter and a preset allowed volume level to make noise violation determinations. There is a decibel level set that will cause a violation if above that level different for residential and commercial as well as time of day; daytime and night time. These changes are a part of the new amendment staff is recommending.

Funding and Sources:

There is no fiscal impact.

Recommendation:

Staff recommends that the City Council approve Ordinance 2314 amending of the "Noise" ordinance in Chapter 14 that amends a portion of Section 14-22 " Loud noises generally".

ORDINANCE 2314

AN ORDINANCE AMENDING CHAPTER 14 "OFFENSES AND MISCELLANEOUS PROVISIONS" ARTICLE II "NOISE" BY AMENDING A PORTION OF SECTION 14-22 "LOUD NOISES GENERALLY" PROVIDING A PENALTY, PROVIDING FOR SEVERABILITY, AND AN EFFECTIVE DATE

WHEREAS, the City of Hurst ("City") has an interest in the health, welfare and safety of its citizens; and

WHEREAS, the City Council finds that the adoption of regulations is needed and that they further the public health, safety and welfare of the community.

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

SECTION 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated therein by reference as if copied in their entirety.

SECTION 2. THAT the City of Hurst, Texas Code of Ordinances be amended by amending Section 14-22 by deleting the current section 14-22 and replacing it to read as follows:

"Section 14-22. – Loud noises generally

- (a) Any unreasonable loud, disturbing or unnecessary noise which causes material distress, discomfort or injury to persons of ordinary sensibilities in the immediate vicinity thereof and which exceeds the levels set forth in subsection (b) is hereby declared to be a nuisance and is prohibited.
- (b) Allowable Noise Levels
 - (1) Daytime Residential: Noise levels shall not exceed 70 dBA in a residential area between the hours of 7:00 a.m. and 10:00 p.m.
 - (2) Nighttime Residential: Noise levels shall not exceed 60 dBA in a residential area between the hours of 10:01 p.m. and 6:59 a.m.

- (3) Commercial areas: Noise levels shall not exceed 80 dBA in a commercial area between the hours of 7:00 a.m. and 10:00 p.m.
- (4) Commercial areas: Noise levels shall not exceed 70 dBA in a commercial area between the hours of 10:01 p.m. and 6:59 a.m.
- (c) Sound levels shall be measured at the lot line of the property where the sound is occurring or within the dwelling place of the complaining party.
- (d) A sound level meter that meets the standards of ANSI with Type 2 or greater precision must be used to determine whether the level of sound violates those established in this section. The instrument must be maintained in good working order. A calibration check should be made prior to and following any noise investigation.
- (e) A sound level meter shall be used to determine the L_{eq} in dBA over an eight (8) minute time period.
- (f) The sound receiving property with the most stringent requirements will apply.
- (g) All outdoor speakers in non-residentially zoned properties shall face away from contiguous residential zoning districts.
- (h) Affirmative defense: It shall be an affirmative defense that:
 - (i) The noise is due to temporary construction noise and the noise ceases after 8:00 p.m.
 - (ii) The noise is due to aircraft.
 - (iii) The noise is due to an emergency warning system, including smoke detectors.
 - (iv) The noise is of short duration, not to exceed 60 seconds.

SECTION 3. THAT save and except as amended by this ordinance, the provisions of Section 10-78 and 10-84 of the City of Hurst, Texas, shall remain in full force and effect.

SECTION 4. THAT the terms and provisions of this ordinance shall be deemed to be severable and that if the validity of any section, subsection, sentence, clause, or phrase of this ordinance should be declared to be invalid, the same shall not affect the validity of any other section, subsection, sentence, clause, or phrase of this ordinance.

SECTION 5. THAT this ordinance shall become effective and shall be in full force and effect from and after the final date of passage and adoption by the City Council of the City of Hurst, Texas.

SECTION 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Hurst, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) or Five Hundred (\$500.00), as applicable, for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

PASSED on the first reading on the 9th day of February 2016 by a vote of 6 to 0.

PASSED on the second reading on the ____day of _____ 2016 by a vote of __to__.

ATTEST:

CITY OF HURST

Rita Frick, City Secretary

Richard Ward, Mayor

Approved as to form and legality:

City Attorney

City Council Staff Report

SUBJECT: Consider authorizing the city manager to enter into agreements with Cingl Communications and Argyle Security, contracted vendors, to install cabling and security for the Hurst City Hall renovation

Supporting Documents:

Meeting Date: 2/23/2016
 Department: Information Technology
 Reviewed by: Clay Caruthers
 City Manager Review:

Background/Analysis:

As part of the renovation for Hurst City Hall, Information Technology will have to add and re-cable some areas of city hall to meet current and future IT needs. Information Technology will also have to add new security infrastructure to provide for the changes in configuration. These cabling and security updates will be performed by Cingl Communications and Argyle Security who both have existing contracts with the City of Hurst.

The cabling will cost \$ 46,657.00, and security will cost \$ 24,987.00.

No areas outside the scope of the renovation have been included in these costs.

Funding and Sources:

Funding is provided in the Information Technology Fund Reserve Fund, and was not included in the Fiscal Year budget. The total funding to include a 10% contingency is \$78,808.00.

Recommendation:

Staff recommends the City Council authorize the city manager to enter into Agreements with Cingl Communications and Argyle Security, through existing purchasing contracts, in an amount not to exceed \$78,808.00.

City Council Staff Report

SUBJECT: Consider approval of the purchase of a NICE eXpress Recording System for the Police Department's Communications Center

Supporting Documents:

Meeting Date: 2/23/2016
 Department: Police
 Reviewed by: Steve Niekamp
 City Manager Review:

Background/Analysis:

The Police Department records all 9-1-1 phone calls, non-emergency phone calls, and radio transmissions. These recordings are used for evidence and performance improvement. The current system is outdated and is no longer supported by the company.

Staff received a quote from A Third Opinion (ATO) Solutions Corporation for a NICE eXpress Recording System for \$37,022. The quote is through Houston Galveston Area Council Contract RP07-14.

Funding and Sources:

The NICE eXpress Recording System will be funded from the Police Grant Fund with total cost reimbursement through the Tarrant County 9-1-1 District PSAP and Radio Assistance Programs.

Recommendation:

Staff recommends the City Council authorize the city manager to enter into a Purchase Agreement with A Third Opinion Solutions Corporation, for a NICE eXpress Recording System, in the amount of \$37,022.

City Council Staff Report

SUBJECT: Consider authorizing the city manager to enter into an Interlocal Agreement with Tarrant County for the 2016 Street Overlay Program

Supporting Documents:

Interlocal Agreement

Meeting Date: 2/23/2016

Department: Public Works Operations

Reviewed by: Greg Dickens

City Manager Review:

Background/Analysis:

The City of Hurst and Tarrant County have combined their efforts to provide quality asphalt overlaid streets for the citizens of Hurst. The City of Hurst Street Division staff will assist the County by preparing the streets for re-surfacing, handling traffic control, and replacing the street markings.

The streets proposed for overlay this year are Melbourne Road from Bedford Eules Road to Cheryl Avenue, Hurstview Drive from Harwood to SH 183/121, and Yates Drive from 1337 Yates Drive to Bedford Eules Road. These streets are listed in the Interlocal Agreement. Tarrant County Commissioners are scheduled to take action on the Interlocal Agreement at their next regularly scheduled meeting.

The agreement is similar to previous year's agreements with the County. The County assists in the milling process by providing additional trucks to haul-off the waste material. The County will also provide the equipment and labor for the placement of the asphalt overlay on top of the existing milled pavement and stabilize the subgrade, if needed. The City of Hurst will be responsible for the costs of material; asphalt removal; traffic control; pavement markings; one half of the fuel cost for equipment; construction water; laboratory testing; and storm water pollution prevention.

The total cost shall not exceed \$270,000.00

Funding and Sources:

Funds are available in the Street Division Operating Budget.

Recommendation:

Staff recommends the City Council authorize the city manager to enter into an Interlocal Agreement with Tarrant County for the 2016 Street Overlay Program.

THE STATE OF TEXAS

INTERLOCAL AGREEMENT

COUNTY OF TARRANT

This Interlocal Agreement is between Tarrant County, Texas ("COUNTY"), and the City of Hurst ("CITY").

WHEREAS, the CITY is requesting the COUNTY's assistance to:

- Resurface Melbourne Road located within the City of Hurst from Cheryl Avenue to Bedford Euless Road (Approximately 2,265 linear feet).
- Resurface Hurstview Drive located within the City of Hurst from Harwood Road to SH 183 (Approximately 2,296 linear feet).
- Reconstruct and Resurface Yates Drive within the City of Hurst from Bedford Euless Road to 1332 Yates Drive (Approximately 1,059 linear feet).

Collectively, hereinafter referred to as the "**Project**".

WHEREAS, the Interlocal Cooperation Act contained in Chapter 791 of the Texas Government Code provides legal authority for the parties to enter into this Agreement; and

WHEREAS, during the performance of the governmental functions and the payment for the performance of those governmental functions under this Agreement, the parties will make the performance and payment from current revenues legally available to that party; and

WHEREAS, the Commissioners Court of the COUNTY and the City Council of the CITY each make the following findings:

- a. This Agreement serves the common interests of both parties;
- b. This Agreement will benefit the public;
- c. The division of costs fairly compensates both parties to this Agreement; and
- d. The CITY and the COUNTY have authorized their representative to sign this Agreement.

NOW, THEREFORE, the COUNTY and the CITY agree as follows:

TERMS AND CONDITIONS

1. COUNTY RESPONSIBILITY

The COUNTY will furnish the labor and equipment to assist the CITY in completing the Project:

- Melbourne Road: Following removal of the existing hot mix asphaltic surface by the CITY, the COUNTY will place two inches of asphalt surface and clean the project jobsite.
- Hurstview Drive: Following removal of the existing hot mix asphaltic surface by the CITY, the COUNTY will place two inches of asphalt surface and clean the project jobsite.
- Yates Drive: Following removal of the existing roadbase material by the CITY, the COUNTY will stabilize the exposed subgrade, regrade, shape, and prime the roadbed, place four inches of asphalt base, place two inches of asphalt surface, and clean the jobsite.

2. CITY RESPONSIBILITY

- 2.1 The CITY will furnish and pay for the actual cost of the materials, including any delivery or freight cost. The CITY will provide a purchase order and will be billed directly by the material supplier. The COUNTY may accumulate and bill the CITY for incidental material cost.
- 2.2 The CITY will pay for one-half of the COUNTY's fuel used to construct this Project. The COUNTY will invoice the CITY for the fuel consumed at the conclusion of the Project.
- 2.3 The CITY will be responsible for all traffic control required to construct this Project. This responsibility includes all advance notices, signage, barricades and flagmen necessary to control traffic in and around the construction site.
- 2.4 The CITY will remove the existing surface or existing roadbed materials prior to the COUNTY starting work.
- 2.5 The CITY will adjust all utilities, manholes and valve boxes for this Project.
- 2.6 The CITY will provide the COUNTY with a hydrant meter and all the water necessary for construction of the Project at no cost to the COUNTY.

- 2.7 The CITY will provide or pay for any engineering, survey, and laboratory testing required for this Project.
- 2.8 The CITY will furnish a site for dumping all spoils and waste materials generated during construction of this Project.
- 2.9 If required, the CITY will be responsible for the design and development of a Storm Water Pollution Prevention Plan (SWPPP). The CITY further agrees to pay for all cost (including sub-contractor materials, labor and equipment) associated with the implementation of the plan. The COUNTY will be responsible for maintenance of the plan during the duration of the Project. Documentation and record keeping of the SWPPP will be the responsibility of the CITY.

3. PROCEDURES DURING PROJECT

COUNTY retains the right to inspect and reject all materials provided for this Project.

If the CITY has a complaint regarding the construction of the project, the CITY must complain in writing to the COUNTY no later than 30 days of the date of project completion.

4. NO WAIVER OF IMMUNITY

This Agreement does not waive COUNTY rights under a legal theory of sovereign immunity. This Agreement does not waive CITY rights under a legal theory of sovereign immunity.

5. OPTIONAL

If requested by the CITY, the COUNTY will apply permanent striping coordinated through the Transportation Department. Application of striping by the COUNTY is limited to Project roadways. If the CITY desires permanent striping applied to any roadways or portions of roadways not covered by this Agreement, the CITY will need to enter into a separate agreement with the COUNTY for the provision of those services.

6. TIME PERIOD FOR COMPLETION

The CITY will give the COUNTY notice to proceed at the appropriate time. However, the COUNTY is under no duty to commence construction at any particular time.

7. THIRD PARTY

The parties do not enter into this Agreement for the benefit of any specific third party. The intent of this Agreement excludes the idea of a suit by a third party beneficiary. The parties to this Agreement do not consent to the waiver of sovereign immunity under Texas law to the extent any party may have immunity under Texas law.

8. JOINT VENTURE & AGENCY

The relationship between the parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any party as agent for the other party.

9. EFFECTIVE DATE

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed.

10. TERMINATION OF

This Agreement will automatically terminate upon completion of the Project or September 30, 2016, whichever date occurs first. This Agreement may be renewed prior to its expiration upon the mutual consent of the parties in writing.

TARRANT COUNTY, TEXAS

CITY OF HURST

B. Glen Whitley
County Judge

Allan Weegar
City Manager

Date: _____

Date: _____

Gary Fickes
Commissioner, Precinct 3

Greg Dickens, P.E.
Director of Public Works

Date: _____

Date: _____

The CITY and COUNTY acknowledge that they each are a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

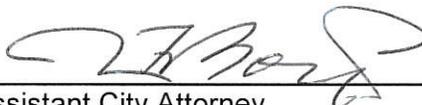
Attest:

Attest:

APPROVED AS TO FORM*

APPROVED AS TO FORM AND LEGALITY

Criminal District Attorney's Office*



Assistant City Attorney

* By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

City Council Staff Report

SUBJECT: Ordinance 2315 amending Chapter 27 of the Hurst Code of Ordinances by amending Section 27-3 Definitions by adding (43.5) E-cigarette or Electronic Cigarette and (112.5) Smoking / Non Traditional Smoking Related Business; by amending Sections 27-12 Limited Business (c) Planned Development uses by adding (3) Electronic Cigarettes, Section 27-13 General Business (c) Planned Development (6) Electronic Cigarettes; Section 27-14 Outdoor Commercial (c) Planned Development uses by adding (5) Electronic Cigarettes and Section 27-15.1 TX 10 Multi-Use District (c) Planned Development uses by adding Electronic Cigarettes

Supporting Documents:

Meeting Date: 3/22/2016
 Department: Development
 Reviewed by: Steve Bowden
 City Manager Review:

Background/Analysis:

The City of Hurst Zoning Ordinance is periodically amended to add or clarify permitted uses within the zoning sections. E-cigarette, electronic cigarettes, vaping devices, and non-traditional smoking related business establishments have grown in popularity over the past few years. These uses are not defined in the zoning code, and have been permitted in zoning districts that allow retail sales.

The proposed ordinance amendments define E-cigarettes and Non-Traditional Smoking Related Businesses and requires a PD (Planned Development) process for new non-traditional smoking related businesses to open if these products are the principal sale.

Many area cities regulate the location of non-smoking related businesses and the proximity to schools and churches.

Proposed Definitions:

(43.5) E-cigarette” or “Electronic Cigarette or “Electronic Smoking Device”

Means any electronic or battery operated device, the use of which resembles smoking that can be used to deliver inhalable dose of nicotine or other substances by delivering a vaporized solution. Including any such smoking device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, and

electronic cigar, and electronic cigarillo, and electronic pipe, an electronic hookah, or any other product name or descriptor.

E-cigarette or Electronic Cigarette or Electronic Smoking Device does not include any product approved by the United States Food and Drug Administration for use in the mitigation, treatment, or prevention of disease.

Non-Traditional Smoking Related Business

A retail establishment or other business whose principal business is the offering of a service relating to, or the selling of, renting, exhibiting of products, or devices known as water pipes, hookahs, electronic cigarettes or electronic vaping devices, steam stones, hookah pens, or any comparable devices. For the purpose of this definition, the term "principal" shall mean over 25% of the volume of sales, rentals, stock in trade or display areas generated from or devoted to the products or devices.

Funding and Sources:

There is no fiscal impact.

Recommendation:

The Planning and Zoning Commission will take action on this item on February 29, 2016, and the item will be on the March 22, 2016 City Council meeting agenda for consideration.

City Council Staff Report

SUBJECT: Consider Resolution 1639 authorizing TCAP to negotiate a five year Electric Supply Agreement effective January 1, 2018

Supporting Documents:

TCAP Model Staff Report
 Resolution 1639

Meeting Date: 2/23/2016

Department:

Reviewed by: JJ

City Manager Review:

Background/Analysis:

The City of Hurst purchases electricity to power municipal buildings, pump stations, irrigation controls, lighted ball fields, street lights and stop lights, just to name a few. The City uses approximately 20,000,000 kWh and spends an estimated \$1,500,000 per year on electricity. Resolution 1639 would authorize the Texas Coalition for Affordable Power (TCAP) to negotiate a new Electric Supply Agreement for Hurst, and its 171 member institutions (most of which are cities), for a five year period beginning January 1, 2018. The City has been an active member of TCAP since its inception in 2001. Passage of the Resolution does not obligate the City to enter into an agreement, but rather allows the City the option to participate in an agreement if it deems it beneficial. It is anticipated that a negotiated Electric Supply Agreement should be available no later than June 30, 2016. Because of price sensitivity to market conditions, the Resolution also authorizes three city officials (City Manager, ACM–Administration, and City Secretary) to sign a Commercial Electric Services Agreement with a 24-hour period of a proposed supply agreement. The Resolution also guarantees that the price per kWh will not exceed \$0.041/kWh, and it is likely the negotiated rate will be less than that benchmark. This will result in a minimum savings of 45% compared to the current electric supply contract.

Funding and Sources:

The annual expenditure for electricity are spread across all City funds with the majority of the expense being paid by the General and Enterprise Funds.

Recommendation:

Staff recommends the City Council approve Resolution 1639 authorizing TCAP to negotiate a five year electric supply agreement effective January 1, 2018.

Model Staff Report to Support Resolution Authorizing TCAP to Procure Electricity for 2018-2022

This resolution is designed to support the second of several opportunities for TCAP members to contract for electricity for the post-2017 time period. If interested in contracting for a five-year term (2018-2022) during 2016, the authorizing resolution must be passed by the governing body of the interested TCAP member by February 25, 2016. The deadline will allow definition of the load to be served under each of three different electric supply options, which must be at least a minimum of 50 megawatts. Also, the deadline will give the wholesale provider ample opportunity to lock a fixed-price, equal to or less than a specific benchmark for each ERCOT zone, before June 30, 2016. When that supply scenario is locked, each member that passed the authorizing resolution must immediately sign a contract for that power. Please Note: The draft resolution is in Word and blanks must be filled in to identify the member, the preferred supply option and several individuals by name or position who will sign the contract when the appropriate price point is reached.

Explanation of Whereas Clauses:

What is TCAP?

As reflected in the fourth and seventh Whereas clauses, TCAP is a non-profit, political subdivision corporation, owned and controlled by its 171 political subdivision members, the vast majority of whom are cities. TCAP was formed in 2011 from the merger of Cities Aggregation Power Project (“CAPP”) and South Texas Aggregation Project (“STAP”), both of which were created in 2001, shortly before retail deregulation became effective on January 1, 2002. TCAP is governed by a 15 member board of directors, all of whom must be city employees or elected city officials. Typically, board members have been mayors, city managers, assistant city managers, finance directors or city attorneys.

Market Benefits of TCAP

An individual city, citizen or commercial customer can only purchase power directly from a Retail Electric Provider (“REP”) which under Texas law exists to give the impression of a competitive market. REPs cannot generate electricity, nor can they own wires. REPs are unnecessary middlemen between the wholesale and retail markets. As reflected in the second and fourth Whereas clauses, TCAP, as a political subdivision corporation, uniquely can go directly to the wholesale market. CAPP and STAP, prior to their merger into TCAP, separated contracts between a wholesale supplier and an independent REP, providing TCAP consultants with greater insight into the margins of various market participants than would be possible for most consumers. A broker or a REP would hand a form contract to an individual consumer. In the case of TCAP, no form contract is acceptable and, because of the size of TCAP’s load, both wholesale suppliers and REPs are willing to negotiate contract terms that are beneficial to TCAP members, enabling the refunds members have consistently received, special terms for adds and deletes, including an ability to add new loads at current market prices even if the market price is lower than the price of the master agreement.

TCAP's benefits regarding pricing

TCAP's membership consumes approximately 1.4 billion kWh annually which amounts to approximately \$100 million in revenue for the wholesale provider at current contract prices. The value of the aggregated load is extremely appealing to wholesale market participants, enabling TCAP to get the market competitive pricing at any particular moment. As reflected in the third Whereas clause, in addition to the size of its load, TCAP derives benefit from geographic diversity. TCAP members reside in all four ERCOT zones and are spread between the entire length and breadth of Texas, from Wichita Falls to Harlingen and Fort Stockton to Palestine. Since consumption is influenced by weather and since weather conditions are seldom the same across all of Texas, it is unlikely that all TCAP members are reaching peak consumption simultaneously. If the peaks of all TCAP members were totaled, the sum would equal 313.1 MW. But a wholesale supplier looks at the peak consumption of TCAP as an aggregated load rather than the sum of the peaks of all members. TCAP's peak demand is 246.9 MW. That reduction in peak is a specific and unique benefit of aggregation. And unlike other aggregation groups that accept counties and school districts as members, TCAP has focused its membership on cities and other political subdivisions that have a relationship with cities to maintain the very favorable load factor of cities with high off peak consumption from street lights which provides favorable pricing terms.

History of CAPP, STAP, TCAP pricing

As reflected in the fifth and eighth Whereas clauses, aggregated cities have historically been interested in flat, fixed-price, full-requirements contracts and price stability. The resolution under consideration maintains that goal for a five-year period at a price much lower than the current contract price. In 2002, CAPP and STAP were able to obtain prices for energy at 4 cents per kWh. Very quickly after retail deregulation was implemented, natural gas prices started to rise, and they continued on an upward trend until late 2008. In late 2008, CAPP cities were paying approximately 13.5 cents per kWh. Fear that natural gas price volatility would continue to result in high electricity rates, CAPP cities were excited to lock-in long term rates beginning in 2009 that were significantly lower than prices experienced in the 2007-2008 time frame. STAP cities experienced their highest rate in 2006 at slightly more than 9 cents per kWh. STAP cities saw prices drop to around 7.8 cents per kWh in 2008 and were happy to find a contract that would stabilize prices in the 7 to 8 cent range for an extended period. When CAPP and STAP members signed new contracts in late 2008, no one could have predicted that the economy was about to enter a multi-year recession and that fracking would bring a glut of natural gas to a market with reduced demand, putting natural gas and electricity prices into a downward trend. Fortunately, gas prices have continued to drop and now TCAP members have an opportunity to again capture rates in the range of, and hopefully below, 4 cents per kWh.

Contract Requirements

As explained in the tenth Whereas clause, there is no legal requirement that a city engage in a competitive bidding process prior to contracting for electricity. The primary expectation of contracting for wholesale energy in a deregulated energy market is that a purchaser sign a contract accepting a particular offered price within 24 hours of receipt of the offer. NYMEX gas futures prices change daily, and since gas prices drive electricity prices, it is unlikely that any

given price quote for wholesale electricity during a given period will remain open for more than a day. As explained in the ninth Whereas clause, TCAP members are expected to immediately execute a contract once TCAP's supplier is able to lock in a price at or below the benchmark prices specified in the resolutions for a five-year period commencing January 1, 2018. That is why Section 2 of the resolution requires the naming of specific individuals with whom TCAP can correspond and provide a contract for signing when appropriate.

Resolution's Objective

As explained in the eleventh thru fourteenth Whereas clauses, after the size of the load for the 2015 contract opportunity is defined by February 25, 2016, TCAP's supplier will look for an opportunity to lock prices for the five-year term at or below specified benchmarks (4.1 – 4.25 cents per kWh). That may happen by the second week of March, but if it appears that prices are trending downward, TCAP will direct its designated supplier, NextEra, to daily monitor the market to hopefully capture a price under lower than benchmarked prices. The window of opportunity for capturing a reasonable price at or below the benchmarks will expire by June 30, 2016. TCAP will develop another supply opportunity in the Fall of 2016 for any members not contracting in this offering.

TCAP benefits to the consuming public

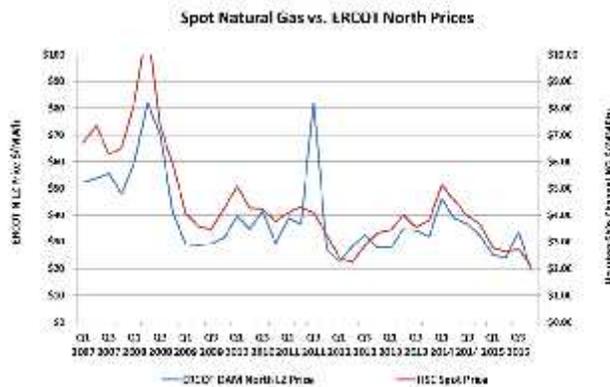
Whereas clause six references TCAP becoming a forceful voice for consumer protections and market reform to benefit the public as well as political subdivisions. When CAPP and STAP merged in 2011, one of the guiding principles established in meetings with members and through subsequent board priority-setting meetings was that TCAP should advocate for reforms in the market that would enhance competition and benefit the general public. TCAP has become the closest thing to a consumer advocate that exists in the deregulated marketplace on both the wholesale and retail sides of the business. TCAP membership not only provides political subdivisions with resources to monitor markets, capture reasonable prices and best available terms, stabilize budgets, address problems with invoices and help with governmental reports, provide best of class portals to understand consumption patterns, membership also affords an opportunity to represent to constituents that they have an advocate on their behalf.

CHOICE OF SUPPLY OPTION

Whereas Clause 13 identifies three different supply options that TCAP has arranged as choices for each member. Option 1 is a fixed price for all consumption regardless of time of day. The price will not exceed 4.1 cents per kWh in the North and West ERCOT zones. It will not exceed 4.25 cents per kWh in the Houston and South zones. The actual price is likely to be less than the benchmark prices. The prices will become effective January 1, 2018. Given that these prices are to be locked in 2016 and will not expire until December 31, 2022, they are reflective of the lowest prices for electricity experienced since the retail market was deregulated January 1, 2002. Generally speaking, there ought to be an expectation that the price of energy will climb marginally for each year of the contract term beyond two years. The possibility of locking-in energy prices at or below 4 cents per kWh for a period that terminates in seven years is truly remarkable based upon the history of deregulation.

In the Spring of 2015, TCAP consultants received indicative fixed-prices around 4.5 cents per kWh. They then developed two supply options to the fixed price full requirements contract that offered attractive savings opportunities. Both Options 2 and 3 have variable components related to the energy spot market. While the average spot price in the past three years has been \$32.14/Mwh (2013), \$38.50/Mwh (2014), \$25.53/Mwh (2015), respectively, it is important to note that spot market prices can change every 15 minutes, therefore it is impossible to provide members a precise price for Options 2 and 3. While they provide an opportunity for savings off of the benchmarked prices for Option 1, savings cannot be guaranteed, and thus Option 2 and 3 involve risk to that does not exist with Option 1. A TCAP member that is completely risk adverse should select Option 1.

Option 2 fixes a price for the peak usage period and then turns to the spot market for all off-peak usage. When TCAP was developing these products in 2014, there was a large enough gap between fixed price options and spot prices that this option looked very attractive. Now, with market prices at historic recent term lows, both spot prices and fixed prices have fallen and their price differential has shrunk to the point that future savings from the spot market may not be as great as the risk of future price increases. The following graph shows how low current spot market prices have gone.



Option 2 was developed with the anticipation that spot prices during the off peak period would be in the range of \$10/MWh to \$40/MWh (\$0.01-\$0.04/kWh) over time for spot purchases. Our latest quotes for fully fixed priced products (Option 1) includes off peak pricing fixed at under \$20/MWh. These low Option 1 fixed prices for off peak usage may make it harder for future off peak spot prices to create additional savings under Option 2 over time even though the customer will be incurring market price risk.

Option 3 begins with the purchase of a block of power to cover the base use of all members who commit to this option. Block power, since it is a firm commitment 24 hours a day, is the cheapest form of energy available in the wholesale market. Daytime peak consumption will be partly covered by a fixed price for solar power with all other consumption supplied by the spot market.

In considering Option 2, TCAP consultants would tell you that with current prices about a half cent less than the price that existed when Option 2 was conceptualized last Spring, it will be difficult for Option 2 to generate savings sufficient to justify its selection. Option 3 with its

majority reliance on the cheapest form of energy has a greater probability than Option 2 of producing savings over Option 1. But again, with such low Option 1 fixed priced products now available to TCAP members, and since there are no guarantees that Options 2 or 3, which utilize spot market pricing, will remain as attractive as they were even a few months ago.

EXPLANATION OF “BE IT RESOLVED” SECTIONS

- Section 1.** Authorizes TCAP to submit the members load, along with the load of other authorizing members, to be aggregated into a pool by TCAP’s wholesale supplier for a contract commencing January 1, 2018 and terminating December 31, 2022 with the understanding that the fixed, full-requirements price under Option 1 must not exceed 4.1 cents per kWh in the North and West zones and must not exceed 4.25 cents in the Houston and South zones.
- Section 2.** Sets conditions precedent that the aggregated load exceed 50 MW, that the resolution be passed before February 25, 2016, and that NextEra has until June 3, 2016 to lock in a fixed price for the aggregated load that does not exceed benchmark prices. It also requires the designation of a specific individual, by name or title, who are authorized to sign a contract within 24 hours of submittal, assuming the conditions have been met.
- Section 3.** Consistent with the last two Whereas clauses, this section commits the member to budget for and approve funds necessary to pay for the member’s proportionate share of the aggregated load that TCAP commits to with NextEra. TCAP will contract with NextEra based upon representations of authorizing members, each of whom will be provided with a Commercial Electric Service Agreement (“CESA”) with GEXA, the current REP, that extends current retail service terms with the lower wholesale price arranged with NextEra for the 2018-2020 time period.
- Section 4.** In order for TCAP to be informed of the passage of the resolution so that the member’s load can be aggregated by NextEra, this section specifies that a copy of the resolution should be sent to TCAP’s Executive Director and General Counsel.

RESOLUTION 1639

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HURST, TEXAS, AUTHORIZING THE TEXAS COALITION FOR AFFORDABLE POWER, INC. (TCAP) TO NEGOTIATE AN ELECTRIC SUPPLY AGREEMENT FOR FIVE YEARS FOR DELIVERIES OF ELECTRICITY EFFECTIVE JANUARY 1, 2018; AUTHORIZING TCAP TO ACT AS AN AGENT ON BEHALF OF THE CITY TO ENTER INTO A CONTRACT FOR ELECTRICITY; AUTHORIZING ALLAN WEEGAR OR JEFF JONES OR RITA FRICK TO EXECUTE AN ELECTRIC SUPPLY AGREEMENT FOR DELIVERIES OF ELECTRICITY EFFECTIVE JANUARY 1, 2018 AND COMMITTING TO BUDGET FOR ENERGY PURCHASES IN 2018 THROUGH 2022 AND TO HONOR THE CITY'S COMMITMENTS TO PURCHASE POWER FOR ITS ELECTRICAL NEEDS IN 2018 THROUGH 2022 THROUGH TCAP

1. **WHEREAS**, the City of Hurst, Texas (City) is a member of Texas Coalition For Affordable Power, Inc. (TCAP), a non-profit, political subdivision corporation dedicated to securing electric power for its more than 170 members in the competitive retail market; and
2. **WHEREAS**, TCAP has unique rights under Texas law to negotiate directly in the wholesale market and arrange separate contracts for power supply and retail services which provides TCAP leverage to achieve contract provisions that single city negotiations with a Retail Electric Provider (REP) would be unlikely to produce; and
3. **WHEREAS**, TCAP's geographic diversity across all four ERCOT zones produces an aggregated peak load that is lower than the total of individual peak loads of the individual TCAP members, allowing price benefits in the wholesale market that are not likely to be available to any given TCAP member alone; and
4. **WHEREAS**, TCAP and its predecessor organizations, Cities Aggregation Power Project, Inc. (CAPP) and South Texas Aggregation Project, Inc. (STAP), negotiated favorable contract terms that resulted in rebates from the wholesale supplier and reasonable commodity

prices for delivered electricity since 2002 resulting in stable budgets for electricity for members; and

5. **WHEREAS**, commodity prices for electricity experienced significant volatility between 2002 and 2009, with prices ranging from 4 cents to over 13 cents per kWh, causing CAPP and STAP members to welcome a five year contractual commitment that came close to cutting the 2008 prices in half, with that contract being extended until December 31, 2017, with a negotiated price reduction of about 1 cent per kWh; and

6. **WHEREAS**, TCAP has become a forceful voice for consumer protections and market reform to benefit the public and well as cities and other political subdivisions; and

7. **WHEREAS**, TCAP is owned by its members and distributes monetary and other resources according to relative load size of members and is controlled by a 15 member Board of Directors, all of whom must be city employees of members who represent diversity in size and geography; and

8. **WHEREAS**, wholesale power prices within the deregulated Texas market are largely determined by the NYMEX gas futures prices for natural gas which are currently low and relatively stable, but which change daily; and

9. **WHEREAS**, daily price changes require retail customers to execute a contract immediately upon receipt of a favorable offer; and

10. **WHEREAS**, pursuant to Texas Local Government Code Section 252.022(a)(15) expenditures for electricity are exempt from competitive bidding requirements; and

11. **WHEREAS**, on any given day, TCAP is able to capture a favorable wholesale price for any period of time, comparable to or better than any given REP or broker; and

12. **WHEREAS**, TCAP intends to continue to contract with its current wholesale supplier, NextEra, because the relationship with NextEra is such that NextEra is willing, after it knows the size of a given load, to execute a contract at or below prescribed price and terms; and

13. **WHEREAS**, the City desires to execute a contract for electricity for the period beyond the expiration of its current contract on December 31, 2017, that locks-in favorable wholesale prices under one of three different supply options:

Option 1 - fixed-price, full-requirements at a price not to exceed 4.1 cents per kWh for the North and West zones or 4.25 cents per kWh for the South and Houston zones;

Option 2 - fixed price for on-peak hours and variable spot market prices for off-peak hours;

Option 3 - block energy at a fixed price to cover the base load hours, a fixed price for solar energy to cover mid-day peak hours (approximately 10% of total load) and variable spot market prices for all remaining consumption; and

14. **WHEREAS**, TCAP will allow members six weeks from receipt of this resolution to consider whether to participate in this second opportunity to contract for post-2017 electrical supply, and thereafter allow NextEra until June 30, 2016 to contact for power for five years at a price not to exceed 4.1 cents per kWh in the North and West zones and a price not to exceed 4.25 cents per kWh in the South and Houston zones for Option 1, so long as the aggregated load for any of the three supply options reaches at least 50 megawatts; and

15. **WHEREAS**, wholesale suppliers demand assurance that TCAP will pay for all contracted load; and

16. **WHEREAS**, the City needs to assure TCAP that it will sign a Commercial Electric Supply Agreement (CESA) reflecting the contract extension and budget for energy

purchases for the post-2017 period and honor its commitment to purchase power for its electrical needs for 2018 through 2022 through TCAP,

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

Section 1:

That the TCAP Board of Directors and its consultants and advisors are agents authorized to negotiate for the City's electricity needs as a member of TCAP for the period 2018 through 2022 at a price not to exceed 4.1 cents per kWh for the North and West zones and a price not to exceed 4.25 cents per kWh in the Houston and South zones for supply Option 1;

Section 2:

The City prefers to participate in supply Option 1 with the following understanding: a) while supply Option 1 is a full-requirements, fixed-price option, Options 2 (fixed price on-peak, variable spot prices for off-peak usage) and 3 (fixed price for base load, fixed price for a portion of peak load, and variable spot market for remainder) have variable price components and savings over Option 1 cannot be guaranteed, and b) if there is insufficient desire among members to achieve a 50 MW threshold for either Option 2 or 3, the member selecting the inadequately subscribed option will be placed in the Option 1 category. If no option is selected, TCAP will assume that a passed Resolution approves of Option 1.

Section 3:

Assuming this resolution is passed before February 25, 2016 and the combined load of TCAP members passing this resolution exceeds 50 megawatts for the preferred Option and NextEra is able to provide TCAP an opportunity prior to June 30, 2016 to contract for power to be delivered to members at a price not to exceed 4.1 cents per kWh for the North and West zones and not to exceed 4.25 cents per kWh in the Houston and South zones for supply Option 1 for the period January 1, 2018 through December 31, 2022, any one of the following individuals is hereby authorized to sign an electric supply agreement for the City within 24 hours of receipt of a contract that has been approved and recommended by the TCAP Board of Directors: Allan Weegar or Jeff Jones or Rita Frick.

Section 4:

That the City will commit to purchase power to meet all of its electricity needs eligible for competition pursuant to the TCAP approved supply agreement and approve funds necessary to pay electricity costs proportionate to the City's load under the supply agreement (whether wholesale or retail) arranged by TCAP and signed by TCAP's Executive Director or President or other TCAP representatives authorized by the TCAP Board.

Section 5:

That a copy of this resolution shall be sent to Jay Doegey, Executive Director, TCAP, 15455 Dallas Parkway, Suite 600, Addison, Texas 75001 and Geoffrey M. Gay, legal counsel to TCAP at 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

PRESENTED AND PASSED on this the 23rd day of February, 2016, by a vote of _____
_____ ayes and _____ nays at a regular meeting of the City Council of Hurst, Texas.

Mayor

ATTEST:

City Council Staff Report

SUBJECT: Consider approval of the Chisholm Park Improvements Project

Supporting Documents:

Meeting Date: 2/23/2016
 Department: Community Services
 Reviewed by: Allan Heindel
 City Manager Review:

Background/Analysis:

Chisholm Park, the City's premier park, was established in 1969. On a peak season weekend, it is not uncommon for several thousand people to visit the park and enjoy the facilities. Amenities within the 50 acre park include: the Aquatics Center; four lighted youth baseball/softball fields; two lighted outdoor basketball courts; the playground system; three pavilions; a pond with fishing island; picnic tables; jogging/walking trail; fitness course; and restrooms.

The park is in need of several improvements in order to maintain Chisholm Park as the City's premier park. These improvements include adding a well to support the pond, dredging the pond, removal and replacement of the park bollards, and landscaping improvements. Staff would like to begin these improvements now to have them complete before summer, the park's peak season.

These components will be purchased through City approved vendors and cooperative purchasing agreements with other cities including Ed's Electric, LandCare, and American Underwater Services.

The Hurst Parks and Recreation Advisory Board reviewed the Chisholm Park Improvements Project at the January 21, 2016 meeting and recommended Council proceed with the project.

Funding and Sources:

Funding in the amount of \$200,000 (includes a 10% contingency) has been identified within the Half Cent Sales Tax Fund FY 2016 PAYGO Project, Chisholm Park Bollards.

Recommendation:

It is recommended the City Council authorize the city manager to proceed with the Chisholm Park Improvements Project, for an amount not to exceed \$200,000, with funding from the Half Cent Sales Tax Fund.

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 28th day of January 2016, at 6:00 p.m., the Historic Landmark Preservation Committee of the City of Hurst, Texas, convened in Regular Meeting at the Library, 901 Precinct Line Road, Hurst, Texas with the following members present to-wit:

Georgia Kidwell)
Carol Cole
Larry Kitchens
Betty Whiteside
Billye Runnels-Jones

Members

Jesse Loucks)
Malaika Marion)

Library Director

Managing Director of Community Services

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

I. Call to Order

Georgia Kidwell called the meeting to order at 6:00 p.m.

II. Roll Call of Members

Malaika Marion conducted the roll call of members.

III. Approval of Minutes of the October 22, 2015 meeting

The minutes of the October 22, 2015 meeting were reviewed and approved as written.

IV. Communications

None at this time.

V. Unfinished Business

None at this time.

VI. New Business

None at this time.

VII. Information Items

A. Parker Cemetery Update

Malaika Marion informed the Committee that Phase I of the Parker Cemetery Project which consists of metal fencing with stone columns along the Highway 10 side of the property as well as a metal arch sign denoting the site as Parker Cemetery was complete. Ms. Marion reviewed the updated plans for Phase II of the Project which includes decorative fencing, decomposed granite trails, and an entranceway feature and landscaping. To proceed with Phase II as designed which incorporates the historical trees additional property must be acquired.

Carol Cole made a motion recommending the City pursue acquiring additional land for the Parker Cemetery Improvements Phase II Project. Betty Whiteside seconded, and the vote in favor was unanimous.

B. Hurst History Project

1. Phase II Final Video: Jesse Loucks reminded the Committee that the videos of Bob Hampton, Dodie Souder, and Charles Swearengen are available on the Library's website under the Hurst History section. He then played the video of Pat May for the Committee. The Committee was very pleased with the video.

2. Phase III Update: Jesse Loucks reminded the Committee that they previously recommended the following for future interviews: Russell Johnson, Carl Jones, Larry Darlage, and Mark Cyrier. He noted that the candidates have been notified and have agreed to participate. He then reminded the Committee of the next steps in the process which include: conducting pre-interviews, filming the interviews, directing and editing the video, and presenting the final product for approval. He estimated that the first video from Phase III should be complete by their next meeting.

C. Historical Designation Program

Malaika Marion reviewed the Historical Designation Program including the application process, the criteria for designation, and the properties that have received the designation. Copies of the application were given to the Committee.

VIII. Other Business

A. Next Meeting Date

The Committee discussed meeting quarterly on the fourth Thursday of the month which would make the next meeting April 28th.

IX. Board and Citizen Comments

Larry Kitchens asked staff to follow up with Dixie Souder about donating items to the Historical Collection at the Library. He also stated that the Hurst History video shown at Hurst 101 needs to be updated. Malaika Marion noted that it was not

within the scope of the Committee's project, but that she would talk to the Communications staff about the video.

X. Adjournment

There being no further business, the meeting was adjourned by Georgia Kidwell at 7:10 p.m.

APPROVED this the _____ day of _____ 2016

APPROVED:

ATTEST:

CHAIRMAN

RECORDING SECRETARY

Future Event Calendar

February 23, 2016

DATE AND TIME	ACTIVITY
Tuesday, February 23, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers
Tuesday, March 8, 2016	Regular City Council Meeting - Canceled
Saturday, March 12, 2016 7:30 a.m.	City Council Strategic Planning Meeting Hurst Conference Center
Sunday, March 13, 2016	Daylight Savings Time Begins
Tuesday, March 22, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers
Friday, March 25, 2016	Holiday – City Offices Closed
Tuesday, April 12, 2016 6:30 p.m.	Regular City Council Meeting City Council Chambers
Thursday, April 14, 2016 6:00 p.m.	Board, Commission and Committee Banquet Hurst Conference Center