
FORT WORTH HOUSING FINANCE CORPORATION MEETING
TUESDAY, OCTOBER 27, 2015
2:00 P.M.
PRE-COUNCIL CHAMBER, CITY HALL
1000 THROCKMORTON STREET, FORT WORTH, TEXAS

PRE-COUNCIL MEETING
TUESDAY, OCTOBER 27, 2015
3:00 P.M.
PRE-COUNCIL CHAMBER, CITY HALL
1000 THROCKMORTON STREET, FORT WORTH, TEXAS

1. Report of the City Manager - **David Cooke, City Manager**
 - a. Changes to the City Council Agenda
 - b. Upcoming and Recent Events
 - c. Organizational Updates and Employee Recognition(s)
 - d. Informal Reports
 - [IR 9812](#): Overview of the City's Investment Portfolios
 - [IR 9813](#): Potholes on Private Parking Lots
 - [IR 9814](#): Texas Enterprise Zone Nomination for United Parcel Service, Inc.
2. Current Agenda Items - **City Council Members**
3. Responses to Items Continued from a Previous Week
4. Council Proposal No. 306 - Waiver of Site Reservation, Facility Amenity, Sales and Administration Fees for the October 31, 2015 Second Annual Snowball Express 5k Run/Walk in Trinity Park, Fort Worth - **Council Member Zim Zimmerman and Council Member Jungus Jordan**
Attachment(s):
 - [Council Proposal No. 306 - Attached.pdf](#)
5. Update on Fort Worth Housing Authority Projects - **Naomi Byrne, Fort Worth Housing Authority**
6. Update on the Trinity River Vision - **Kate Beck, Planning and Development and J.D. Granger, Trinity River Vision Authority**
7. Briefing on Lake Arlington Master Plan - **Randle Harwood, Planning and Development**
8. Review of City Council Calendar for January - December 2016 - **Mary Kayser, City Secretary**
9. Briefing on Early Childhood Matters Program - **Chris Dennis, Library**
10. Briefing on City of Fort Worth 2015 United Way Campaign - **Gleniece Robinson, Library**

11. City Council Requests for Future Agenda Items and/or Reports
 12. Executive Session (PRE-COUNCIL CHAMBER) - **SEE ATTACHMENT A Attachment(s):**
[Executive Session Agenda - Attachment A.pdf](#)
-

Fort Worth Pre-Council Chamber, is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City's ADA Coordinator at (817) 392-8552 or e-mail ADA@FortWorthTexas.gov at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

ATTACHMENT A
EXECUTIVE SESSION
(PRE-COUNCIL CHAMBER, CITY HALL)
Tuesday, October 27, 2015

A. The City Council will conduct a closed meeting in order to:

1. Seek the advice of its attorneys concerning the following pending or contemplated litigation or other matters that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules, as authorized by Section 551.071 of the Texas Government Code:

- a. *Leslie McConnell v. City of Fort Worth*, Cause No. 048-267355-13, Tarrant County District Court, 48th Judicial District;
- b. Legal issues concerning the multipurpose arena at Will Rogers Memorial Center;
- c. Legal issues concerning capital improvement projects; and
- d. Legal issues concerning any item listed on today's City Council meeting agendas;

2. Deliberate the purchase, sale, lease or value of real property in accordance with Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party;

3. Deliberate concerning economic development negotiations as authorized by Section 551.087 of the Texas Government Code; and

4. Deliberate the deployment, or specific occasions for implementation, of security personnel or devices, in accordance with Section 551.076 of the Texas Government Code.

B. The City Council may reconvene in open session in the Pre-Council Chamber and act on any item listed on the Executive Session Agenda in accordance with Chapter 551 of the Texas Government Code.

**CITY COUNCIL AGENDA
FOR THE MEETING AT 7:00 P.M. TUESDAY, OCTOBER 27, 2015
CITY COUNCIL CHAMBER, CITY HALL
1000 THROCKMORTON STREET, FORT WORTH, TEXAS**

I. CALL TO ORDER

II. INVOCATION - Pastor Michael Escamilla, Bethesda Community Church

III. PLEDGE OF ALLEGIANCE

IV. CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF OCTOBER 20, 2015

V. ITEMS TO BE WITHDRAWN FROM THE CONSENT AGENDA

VI. ITEMS TO BE CONTINUED OR WITHDRAWN BY STAFF

VII. CONSENT AGENDA

Items on the Consent Agenda require little or no deliberation by the City Council. Approval of the Consent Agenda authorizes the City Manager, or his designee, to implement each item in accordance with staff recommendations.

A. General - Consent Items - None

B. Purchase of Equipment, Materials, and Services - Consent Items - None

C. Land - Consent Items - None

D. Planning & Zoning - Consent Items - None

E. Award of Contract - Consent Items

1. [M&C C-27513](#) - Authorize Execution of Change Order No. 2 to City Secretary Contract No. 46002 with Sedalco, Inc., in the Amount of \$250,000.00 to Increase the Owner's Contingency Allowance for the Tower Drive/Cattle Barn Renovations at the Will Rogers Memorial Center, Increasing the Contract Amount to \$12,381,147.00 with the Total Project Budget Remaining Unchanged at \$13,409,181.00 (COUNCIL DISTRICT 7)
2. [M&C C-27514](#) - Authorize the Execution of Change Order No. 13 to City Secretary No. 30908 with Renda Environmental, Inc., for the Village Creek Water Reclamation Facility Solids Dewatering, Processing and Disposal Program and Gas Turbine Operations and Maintenance Contract to Continue to Provide Chemical Treatment of Liquid Sludge, Increasing the Contract in the Amount of \$520,000.00 for a Revised Total Program Cost of \$70,399,067.16 (COUNCIL DISTRICT 5)

VIII. PRESENTATIONS BY THE CITY SECRETARY - CONSENT ITEMS

1. Notice of Claims for Alleged Damages and/or Injuries

IX. SPECIAL PRESENTATIONS, INTRODUCTIONS, ETC.

1. Presentation of One Safe Place Anniversary
2. Presentation of Proclamation for World Stroke Awareness Day

3. Presentation of Proclamation for Texas Municipal Court Week

X. ANNOUNCEMENTS BY CITY COUNCIL MEMBERS AND STAFF

1. Upcoming and Recent Events
2. Recognition of Citizens
3. Approval of Ceremonial Travel

XI. PRESENTATIONS BY THE CITY COUNCIL

1. Changes in Membership on Boards and Commissions
2. Council Proposal No. 306 - Waiver of Site Reservation, Facility Amenity, Sales and Administration Fees for the October 31, 2015 Second Annual Snowball Express 5k Run/Walk in Trinity Park, Fort Worth

XII. PRESENTATIONS AND/OR COMMUNICATIONS FROM BOARDS, COMMISSIONS AND/OR CITY COUNCIL COMMITTEES

XIII. RESOLUTION

1. A Resolution Endorsing the Educational Alignment for Young Children's Strategic Plan

XIV. REPORT OF THE CITY MANAGER

A. Benefit Hearing - None

B. General

1. [M&C G-18595](#) - Authorize Execution of Amendment No. 1 to a License Agreement with Downtown Fort Worth Initiatives, Inc., City Secretary No. 46944, to Provide for Construction Services for the Restoration of Heritage Plaza to Provide for Construction of the Renovations, City Project No. CO2471, Authorize City Participation in the Amount of \$1,500,000.00 and Authorize Waiver of Permitting and Construction-Related Fees (2014 BOND PROGRAM) (COUNCIL DISTRICT 9)
2. [M&C G-18596](#) - Adopt the Twenty-Seventh Supplemental Ordinance Authorizing Issuance and Sale of City of Fort Worth, Texas Water and Sewer System Revenue Bonds, Series 2015B, in the Aggregate Principal Amount of \$13,000,000.00 and Approving Sale of the Bonds to the Texas Water Development Board (ALL COUNCIL DISTRICTS)

C. Purchase of Equipment, Materials, and Services - None

D. Land - None

E. Planning & Zoning

1. [M&C PZ-3091](#) - Authorize the City Manager to Initiate Zoning Changes that Would Create the Stockyards Design Overlay District, Revise the Authority of the Urban Design Commission Within the PD/MU-2 District, Remove the Trinity Uptown-Marine Creek Peripheral Zone Design Overlay District and Require an Historic Preservation Member on the Urban Design Commission and Request the City Manager to Identify Funds for the Creation of a Form-Based Code District and Historic District for the Historic Stockyards (COUNCIL DISTRICT 2)

F. Award of Contract

1. [M&C C-27515](#) - Authorize a Transfer from the Specially Funded Capital Projects Fund to the General Fund in the Amount of \$511,607.00 for Management of the Fort Worth Public Art Program and Authorize Execution of a Professional Management Services Agreement with the Arts Council of Fort Worth and Tarrant County, Inc., in the Amount of \$511,607.00 for Fiscal Year 2016 Management of the Public Art Program and Adopt Appropriation Ordinance (ALL COUNCIL DISTRICTS)
2. [M&C C-27516](#) - Authorize Execution of a Contract with the Arts Council of Fort Worth and Tarrant County, Inc., in the Amount of \$1,377,500.00 from the General Fund to Promote Artistic and Cultural Activities for Fiscal Year 2016 (ALL COUNCIL DISTRICTS)
3. [M&C C-27517](#) - Authorize Amendment No. 2 to City Secretary Contract No. 45276, Architectural Professional Services Agreement with Elements of Architecture, Inc., in an Amount Not to Exceed \$147,099.00 Including Up to \$5,800.00 in Reimbursable Expenses to Provide Design and Construction Administration Services, Provide for an Amount of \$15,800.00 for Property Management Department Staff Fees for a Total Design Cost in the Amount of \$162,899.00 for the Fort Worth Police Department Tactical Center and Adopt Appropriation Ordinance (COUNCIL DISTRICT 8)

XV. CITIZEN PRESENTATIONS

XVI. EXECUTIVE SESSION (PRE-COUNCIL CHAMBER) - SEE ATTACHMENT B

XVII. ADJOURNMENT

According to the City Council Rules of Procedures, individual citizen presentations shall be limited to three minutes, and group presentations shall be limited to ten minutes. At the Mayor's discretion, time limits may be reasonably extended.

Fort Worth Council Chamber, is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City's ADA Coordinator at (817) 392-8552 or e-mail ADA@FortWorthTexas.gov at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

ATTACHMENT B
EXECUTIVE SESSION
(PRE-COUNCIL CHAMBER, CITY HALL)
Tuesday, October 27, 2015

A. The City Council will conduct a closed meeting in order to:

1. Seek the advice of its attorneys concerning the following pending or contemplated litigation or other matters that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules, as authorized by Section 551.071 of the Texas Government Code:

- a. *Leslie McConnell v. City of Fort Worth*, Cause No. 048-267355-13, Tarrant County District Court, 48th Judicial District;
- b. Legal issues concerning the multipurpose arena at Will Rogers Memorial Center;
- c. Legal issues concerning capital improvement projects; and
- d. Legal issues concerning any item listed on today's City Council meeting agendas;

2. Deliberate the purchase, sale, lease or value of real property in accordance with Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party;

3. Deliberate concerning economic development negotiations as authorized by Section 551.087 of the Texas Government Code; and

4. Deliberate the deployment, or specific occasions for implementation, of security personnel or devices, in accordance with Section 551.076 of the Texas Government Code.

B. The City Council may reconvene in open session in the Pre-Council Chamber and act on any item listed on the Executive Session Agenda in accordance with Chapter 551 of the Texas Government Code.

FORT WORTH HOUSING FINANCE CORPORATION

AGENDA

Tuesday, October 27, 2015

2:00 P.M.

City Hall, Pre-Council Chamber, Second Floor
1000 Throckmorton Street, Fort Worth, Texas 76102

Board of Directors

Salvador Espino, President	Dennis Shingleton, Director	Jungus Jordan, Director
Kelly Allen Gray, Vice President	Ann Zadeh, Director	Betsy Price, Director
Gyna M. Bivens, Secretary	Cary Moon, Director	Zim Zimmerman, Director

Staff Liaison: Fernando Costa, Assistant City Manager
Vicki S. Ganske, Senior Assistant City Attorney

1. **Call to Order** – Sal Espino, President
2. **Approval of Minutes from the Meetings Held on August 4, 2015 and September 1, 2015** – Sal Espino, President
3. **Written Reports** – Jesus Chapa, General Manager
 - a. Financial Report through September 30, 2015
 - b. Memo on Adjustments to Financials
4. **Executive Session:** The Fort Worth Housing Finance Corporation will conduct a closed meeting to:
 - a. Seek the advice of its attorneys concerning the following items that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules, as authorized by Section 551.071 of the Texas Government Code: (i) legal issues concerning any current agenda item; and
 - b. Discuss the purchase, sale, lease or value of real property, as authorized by Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the Corporation in negotiations with a third party; and
 - c. Discuss or deliberate negotiations relating to any economic development negotiations, as authorized by Section 551.087 of the Texas Government Code.
5. **Update on the Airporter Project Located at 904 East Weatherford Street** – Avis Chaisson, Administrator

6. **Consider and Adopt Resolution Approving Actions Related to the Loan Application by Reserve at Quebec LLC for the Development of the Reserve at Quebec Apartments** – Avis Chaisson, Administrator
7. **Consider and Adopt Resolution Approving a Contract with United Way of Tarrant County to Create a Funders Council for Directions Home** – Allison Gray, Acting Director, Neighborhood Services Department
8. **Consider and Adopt Resolution Approving the Sale of Sixteen Lots Located in the Evans and Rosedale Urban Village to Q Hotels LLC for the Development of a Hotel** – Allison Gray, Acting Director, Neighborhood Services Department
9. **Consider and Adopt Policy Regarding the Sale of the Corporation’s Single Family Lots** – Allison Gray, Acting Director, Neighborhood Services Department
10. **Consider and Adopt Resolutions for the Sale of Single Family Houses for the Terrell Heights and Lee Avenue Infill Projects** – Allison Gray, Acting Director, Neighborhood Services Department
11. **Powers and Duties of Texas Housing Finance Corporations** – Vicki Ganske, Senior Assistant City Attorney, Law Department
12. **Requests for Future Agenda Items** –Sal Espino, President
13. **Adjourn** – Sal Espino, President

The Pre-Council Chamber is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City’s ADA Coordinator at (817) 392-8552 or e-mail ADA@FortWorthTexas.gov at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

**CITY OF FORT WORTH, TEXAS
FORT WORTH HOUSING FINANCE CORPORATION
TUESDAY, AUGUST 4, 2015**

Present:

President Salvador Espino
Director Betsy Price
Director Cary Moon (Arrived at 2:13 p.m.)
Director Gyna Bivens
Director Jungus Jordan
Director Kelly Allen Gray
Director Ann Zadeh

Absent:

Director W.B. "Zim" Zimmerman
Director Dennis Shingleton

1. Call to Order.

With a quorum present, President Espino called the meeting to order for the Board of Directors of the Fort Worth Housing Finance Corporation (Corporation) at 2:03 p.m. on Tuesday, August 4, 2015, in the Pre-Council Chamber of the Fort Worth Municipal Building, 1000 Throckmorton Street, Fort Worth, Texas.

2. Approval of Minutes from the Meeting Held on June 2, 2015.

Motion was made by Director Jordan and seconded by Director Bivens to approve the June 2, 2015, minutes of the Corporation as presented. The motion passed 6-0.

3. Election of Officers.

President Espino opened the floor for the nominations of officers for the Fort Worth Housing Finance Corporation.

Motion was made by Director Zadeh and seconded by Director Price that Salvador Espino be elected as President, Kelly Allen Gray be elected as Vice President, Gyna Bivens be elected as Secretary and Aaron Bovos, City of Fort Worth, Chief Financial Officer, be elected as Treasurer for the Fort Worth Housing Finance Corporation, effective August 4, 2015. The motion passed 6-0.

4. Executive Session.

President Espino convened the executive session at 2:06 p.m., to discuss the following items:

- A. Seek the advice of its attorneys concerning the following items that are exempt from public disclosure under Article X, Section 9, of the Texas State Bar Rules, as authorized by Section 551.071 of the Texas Government Code: (i) legal issues concerning any current agenda item; and

- B. Discuss the purchase, sale, lease or value of real property, as authorized by Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the Corporation in negotiations with a third party; and
- C. Discuss or deliberate negotiations relating to any economic development negotiations, as authorized by Section 551.087 of the Texas Government Code.

President Espino adjourned the executive session at 2:18 p.m.

Director Moon assumed his place at the table.

President Espino reconvened the regular session of the Fort Worth Housing Finance Corporation at 2:19 p.m., on Tuesday, August 4, 2015.

5a. Written Reports:

President Espino referenced the Financial Report through June 30, 2015, and opened the floor for discussion on the report. There was no discussion or action on this agenda item.

6. Consider and Adopt Resolution Approving a Natural Gas Lease with Vantage Fort Worth Energy, LLC for 3012 Dillard Street.

Ms. Jean Petr, Gas Lease Program Manager, Property Management Department, presented an overview of the proposed gas lease through a PowerPoint titled, "Natural Gas Lease – Fort Worth Housing Finance Corporation Property". She advised that the property was located in Council District 5 and provided the background on the lease which included the two-year lease terms and property description. She stated that the terms were above current market and recommended the Board execute the natural gas lease.

Motion was made by Director Bivens and seconded by Director Price to approve Resolution No. FWHFC-2015-10, Approving a Natural Gas Lease with Vantage Fort Worth Energy, LLC for 3012 Dillard Street. The motion passed 8-0.

7. Consider and Adopt Resolution Authorizing the Sale of 5101 Pinson Street to Mauro Casas, Jr., for Single-Family Development.

Ms. Allison Gray, Acting Director, Neighborhood Services Department, provided a history of the property through a PowerPoint presentation titled, "Authorization to Sell Residential Lot – 5101 Pinson, which was located in Council District 5. She summarized the current status of the property and explained the specific location of the lot. She recommended that the Board authorize the sale of 5101 Pinson Street for a negotiated price based on current Broker's Price Option. She added that staff would return to the Board in the next two months with a policy for the sale of undeveloped residential lots owned by the Corporation.

Motion was made by Director Bivens and seconded by Director Zadeh to approve Resolution No. FWHFC-2015-11, Authorizing the Sale of 5101 Pinson Street to Mauro Casas, Jr., for Single-Family Development. The motion passed 8-0.

8. Consider and Adopt Resolution Approving the Budget for the 2015-2016 Fiscal Year.

Mr. Jay Chapa, General Manager, outlined the proposed budget for the Corporation through a PowerPoint titled, "Fort Worth Housing Finance Corporation FY16 Proposed Budget", and recommended that the Board approve the proposed budget as presented.

Motion was made by Director Price and seconded by Director Bivens to approve Resolution No. FWHFC-2015-12, Approving the Budget for the 2015-2016 Fiscal Year. The motion passed 8-0.

9. Requests for Future Agenda Items.

President Espino opened the floor on requests for future items.

President Espino requested an update on the functions of the Fort Worth Housing Finance Corporation.

10. Adjourn.

With no further discussion, President Espino adjourned the meeting of the Fort Worth Housing Finance Corporation Board at 2:35 p.m. on Tuesday, August 4, 2015.

These minutes approved by the Fort Worth Housing Finance Corporation Board of Directors on the 1st day of September, 2015.

APPROVED:

Salvador Espino,
President

Gyna M. Bivens
Secretary

ATTEST:

Mary J. Kayser
City Secretary

CITY OF FORT WORTH, TEXAS
FORT WORTH HOUSING FINANCE CORPORATION
TUESDAY, SEPTEMBER 1, 2015

Present:

President Salvador Espino
Vice President Kelly Allen Gray
Director Cary Moon (Arrived at 2:35)
Director W.B. "Zim" Zimmerman
Director Gyna Bivens
Director Jungus Jordan
Director Dennis Shingleton
Director Ann Zadeh

Absent:

Director Betsy Price

1. Call to Order.

With a quorum present, President Espino called the meeting to order for the Board of Directors of the Fort Worth Housing Finance Corporation (Corporation) at 2:32 p.m. on Tuesday, September 1, 2015, in the Pre-Council Chamber of the Fort Worth Municipal Building, 1000 Throckmorton Street, Fort Worth, Texas.

2. Approval of Minutes from the Meeting Held on August 4, 2015.

There was no action taken on this agenda item.

3. Executive Session.

President Espino convened the executive session at 2:33 p.m., to discuss the following items:

- A. Seek the advice of its attorneys concerning the following items that are exempt from public disclosure under Article X, Section 9, of the Texas State Bar Rules, as authorized by Section 551.071 of the Texas Government Code: (i) legal issues concerning any current agenda item; and
- B. Discuss the purchase, sale, lease or value of real property, as authorized by Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the Corporation in negotiations with a third party; and
- C. Discuss or deliberate negotiations relating to any economic development negotiations, as authorized by Section 551.087 of the Texas Government Code.

President Espino adjourned the executive session at 2:42 p.m.

Director Moon assumed his place at the table.

President Espino reconvened the regular session of the Fort Worth Housing Finance Corporation at 2:43 p.m., on Tuesday, September 1, 2015.

4. Written Reports:

President Espino referenced the Financial Report through July 31, 2015, and opened the floor for discussion on the report. There was no discussion or action on this agenda item.

5. Consider and Adopt Resolution Authorizing the Sale of 10 Lots to Fort Worth Area Habitat for Humanity for Single-Family Development in the Como and Hillside Morningside Neighborhoods.

Ms. Allison Gray, Acting Director, Neighborhood Services Department, provided a PowerPoint presentation titled, "Authorization to Sell 10 Residential Lots to Fort Worth Area Habitat for Humanity. She stated that the Fort Worth Area Habitat for Humanity has asked the Corporation if the Corporation was interested in selling 10 properties, 5 in Como and 5 in Hillside Morningside that the Corporation had purchased in 1998 and 2008, respectively. She added that Habitat has existing agreements with both areas and had built 12 homes in Como and 7 homes in Hillside Morningside. She displayed information on Broker's Price Opinions (BPO) and explained the staff recommended selling all the homes in Como for the suggested BPO as reflected for the property at 5500 Farnsworth Avenue and the homes in Hillside Morningside as reflected.

She recommended that the Board authorize sale of scattered residential lots in the Como and Hillside Morningside neighborhoods for a negotiated price based on current BPOs to Fort Worth Area Habitat for Humanity.

Motion was made by Director Allen Gray and seconded by Director Zimmerman to approve Resolution No. FWHFC-2015-13, Authorizing the Sale of 10 Lots to Fort Worth Area Habitat for Humanity for Single-Family Development in the Como and Hillside Morningside Neighborhoods for a negotiated price based on current Broker's Price Option to the Fort Worth Habitat for Humanity. The motion passed 8-0.

6. Consider Policy Regarding Sales of Single-Family Lots.

Ms. Allison Gray provided a PowerPoint Presentation titled, Policy Considerations for the Sale of HFC Residential Lots. She provided background on the history of the Corporation and advised of proposed policy elements for a non-profit organization and those for an individual. She then displayed aerial views of HFC lots in the Como, Hillside, Stop Six and Sunrise Park areas.

It was the consensus of the Board that Ms. Gray move forward with drafting the policy.

7. Requests for Future Agenda Items.

President Espino opened the floor on requests for future items.

President Espino requested that all City of Fort Worth Housing Partners provide presentations to the City of Fort Worth Housing and Finance Corporation or the Housing and Neighborhood Services Department.

8. Adjourn.

With no further discussion, President Espino adjourned the meeting of the Fort Worth Housing Finance Corporation Board at 2:55 p.m. on Tuesday, September 1, 2015.

These minutes approved by the Fort Worth Housing Finance Corporation Board of Directors on the __ day of October, 2015.

APPROVED:

Salvador Espino,
President

Gyna M. Bivens
Secretary

ATTEST:

Mary J. Kayser
City Secretary

FORT WORTH HOUSING FINANCE CORPORATION
BALANCE SHEET AS ON SEPTEMBER 29, 2015
(UNAUDITED)

ASSETS

Cash, Cash Equivalents and Investments

Cash & Investments	\$ 137,236	
Cash at Bank- JP Morgan Chase - Infill	4,920,827	
Unrealized Gain/Loss	-	5,058,062

Restricted Assets

Restricted cash, cash equivalents & investments	5,286,773	5,286,773
---	-----------	-----------

Other Assets

Loans receivable	16,810	
Accounts Receivable - Other	-	
Grant Receivable - City (HOME Grant)	144,456 (6)	
Interest Receivable	13,405	
Investments in Villas of East Wood LLC	615,000 (7)	
Properties leased back to Partnerships for MF Projects	6,581,000 (1)	
Construction In Progress - Lee Street	74,566 (2)	
Properties held for sale or construction by FWHFC (at cost or FMV)	2,123,665 (2)	9,568,902

Total Assets

\$ 19,913,738

LIABILITIES & FUND BALANCE

Liabilities

Accounts payable	\$ -	
Escrow for loans	2,213	
Accrual - Payroll	1	
Deferred revenue	16,810	
Retainage payable	33,128	
Payable to CFW - Carter Metro assigned liability	2,675 (3)	
Payable to CFW - Mitchell Blvd. assigned properties	21,047 (3)	
Payable to CFW - Appropriation from Rental Rehab Rev.(for VOE)	615,000 (7)	690,875

Total Liabilities

\$ 690,875

Fund Balances

Restricted for corpus	5,286,773	
Represented by Earmarked for Columbia	1,300,000	
Represented by reserve account - operating deficits VOE	300,000 (4)	
Terrell Heights - Architectural Fees	15,444	
Lee Avenue SF construction	400,359	
Represented by land & properties	2,198,232	
Represented by land & properties leased back	6,581,000	
Legal services (Decatur Angle)	70,000	
Legal services (Enclave at Alliance)	75,000	
Unrestricted	2,996,056 (5)	

Total Fund Balance

19,222,863

Total Liabilities & Fund Balance

\$ 19,913,738

Notes:

- (1) Properties leased back to Partnerships (Race, Terrell, Angle & Enclave) to construct multi-family projects
- (2) Cost of properties includes certain properties received as gift for which fair market value as on date of gift was included as cost. It also includes properties assigned to HFC. Two homes are under construction on Lee Street.
- (3) Properties assigned to HFC in note (1) were acquired with grant funds, and the proceeds less taxes and constr. exp. incurred by HFC to be returned to CFW as program income.
- (4) FWHFC Board has approved a reserve fund of \$300,000.00 to VOE.
- (5) Grants/endowments/gifts and other appropriations received and used to acquire properties or for operating expenditure forms part of the unrestricted equity balance along with surplus / loss from operations and interest income from investments.
- (6) Grant receivable represents the balance of expenses to be reimbursed by the City from the HOME grant for the Terrell Project.
- (7) Villas of Eastwood needed gap financing in the amount of \$615,000.00 and the City approved a loan to FWHFC (M&C C-19047) FWHFC received the funds from the City and advanced to Villas of Eastwood.

Other Notes:

- A. Properties held for sale does not include the land and improvements of the grant funded Projects because the City considers the purchase of land and improvements as eligible expenditures under their grant programs and because of the doubtful recovery of the costs. FWHFC accounts these as expenses and not as assets in its statements financial position.
- B. The Eastwood Public Facility Corporation, a single asset entity created by Fort Worth Housing Authority, purchased the Villas of Eastwood Facility on August 9th, 2013, and owner advance is adjusted in fund balance reconciliation.

FORT WORTH HOUSING FINANCE CORPORATION
REVENUES AND EXPENDITURES FOR PERIOD (12 MONTHS) ENDING SEPTEMBER 29, 2015
(UNAUDITED)

Revenues

Interest earned on investments	\$ 88,822	
Developer Contribution	6,581,000	
Revenue Land/Home sales	-	
Program Income Prin. Loan	1,190	
Gas lease bonus	-	
Gas lease royalties	101,913	
Grant Revenue	318,626	
Repayment of loan	(13,999)	
Misc. revenue	449,541	
Total Revenues	\$ 7,527,094	\$ 7,527,094

Expenditures

Postage	\$ 10	
Misc. & other operations	46	
Gas Well consultant fees	895	
Engineering Services	722	
Conference and seminars	958	
Office Supplies	1,015	
Bank charges	12	
Inside printing	-	
Public Notice	-	
Liability insurance	2,990	
Electricity	-	
Dues and membership	4,863	
Construction exp. -Terrell Homes	324,947	
Contractual services	31,533	
Other professional services	-	
Grant to Habitat for Humanity	250,000	
Transfer to City - Salary expenses	287,000	
Total Expenditures	\$ 904,990	\$ 904,990

Excess of Revenues over (under) Expenditures 6,622,104

Other Financing Sources (Uses)

Transfers in HFC	-	
Transfers in infill	-	
Total Other Financing Sources (Uses)	-	-

Excess of Revenues over (under) Expenditures and Other Financing sources		6,622,104
Prior year end adjustments by FMS		(9,974)
Fund Balances (Deficit), beginning of the period		12,490,000
Fund Balances (Deficit), at the end of the period		19,102,130

Reconciliation of fund balance to Balance sheet

ADD: Loans receivable from Villas Of Eastwood	615,000	
HUD Grant Revenue Receivable - Terrell Homes	144,456	
Less: Liability to CFW - Assigned properties	(23,722)	
Liability to CFW RRPI- (VOE)	(615,000)	
Fund balance per balance sheet	\$ 19,222,863	\$ 19,222,863

FORT WORTH HOUSING FINANCE CORPORATION

Details of Loan Receivables & Escrow Accounts for period ending September 29, 2015

Loan Receivables

<u>Name</u>	<u>Date of Note</u>	<u>Amount</u>	<u>Status</u>
Willie Roberson	08/21/98	16,810	Active
Eastland		-	
Wind River		-	
Total		\$ 16,810	

Deferred revenue

Willie Roberson	16,810
	16,810

Escrows

Willie Roberson	08/21/98	2,213	Active
Total		\$ 2,213	

Details of Classification of Fund Balance

Represented by loans

Loans receivable from Villas of East Wood LLC	615,000
---	---------

Details of Payable to CFW (Assigned properties liability from Carter Metro)
(Properties were acquired with grant funds)

Assigned from Cartermetro	
1118 E. Tucker	1,500.00
1139 Cannon St	1,500.00
2912 Walker St	-
4521 Trueland - sold	-
4525 Trueland	-
802 E. Magnolia	1,500.00
Cash assigned to HFC	-
Total	4,500.00
Less Taxes paid when assigned	1,824.82
Total liability	2,675.18
Assigned from TCDC (Formerly Mitchell Blvd. Dev. Corp.)	
2511 Mitchell Blvd	39,220.00
3220 Thrall St	0.00
Total	39,220.00
Less Taxes paid when assigned	18,172.76
Total liability	21,047.24
G. Total Liability	23,722.42

FORT WORTH HOUSING FINANCE CORPORATION
DETAILS OF PROPERTIES HELD FOR SALE AS ON SEPTEMBER 29, 2015

<u>SQ#</u>	<u>Address</u>	<u>Status</u>	<u>Date of Acquisition</u>	<u>Value Paid</u>	<u>Tax Paid</u>	<u>Fees paid</u>	<u>Other Exp Capitalized</u>	<u>Constn.Exp Capitalized</u>	<u>Donated Value</u>	<u>Total Value</u>
NORTHSIDE (District 2)										
1	2607 Clinton	L	01/07/03	3,215.00		100.00				3,315.00
2	1402 Lee Avenue	L	07/14/2014	21,023.45	2,899.56	800.75		21,107.52		45,831.28
3	1404 Lee Avenue	L	06/12/2014	24,957.03	3,309.03	823.75		23,675.25		52,765.06
4	1419 & 1421 Lee Avenue	L	07/14/2014	59,448.45	10,681.22	1,131.75		29,783.54		101,044.96
District 4										
SOUTHEAST (District 5)										
5	5250 Wonder Dr. & 5240 Wooten (Granbury Hills)	L	05/01/10	181,669.00						181,669.00
6	5220 Anderson St.	L	04/13/04	1,296.00		100.00				1,396.00
7	5300 Anderson St.	L	01/07/03	1,762.00		100.00				1,862.00
8	E. Berry St	L	10/10/00	28,265.70						28,265.70
9	E. Berry St	L	10/10/00	7,023.60						7,023.60
10	4700 E. Berry St	L	05/19/00	6,600.00						6,600.00
11	4700 E Berry St	L	05/19/00	479.21						479.21
12	1604 Birdell	L	09/01/05	1,201.48	205.33			2,500.00		3,906.81
13	2803 Mount Horum Way	L	01/07/03	1,116.00		100.00				1,216.00
14	2805 Mount Horum way	L	01/07/03	1,537.00		100.00				1,637.00
15	5151 Charlene St.	L	05/19/00	582.15	35.06			2,000.00		2,617.21
16	5175 Charlene St.	L	02/28/03	1,176.00		100.00				1,276.00
17	5328 Cotley	L	07/05/02	2,717.77	73.53					2,791.30
18	5400 Cotley	L	01/12/04	5,232.04	10.87					5,242.91
19	5401 Cotley	L	12/20/06	4,650.48						4,650.48
20	5402 Cotley	L	01/12/04	5,232.04	10.87					5,242.91
21	2808 Dillard	L	04/13/04	544.32		100.00				644.32
22	3012 Dillard	L	04/13/04	1,587.00		100.00				1,687.00
23	3101 Esatcrest Ct.	L	06/15/01	2,859.02	96.96					2,955.98
24	3109 Eastcrest Ct.	L	06/15/01	2,859.02	96.96					2,955.98
25	3133 Eastcrest Ct.	L	06/15/01	2,859.02	96.96					2,955.98
26	3137 Eastcrest Ct.	L	06/15/01	2,859.02	96.96					2,955.98
27	2600 Marlin	L	04/13/04	606.00		100.00				706.00
28	2709 Marlin	L	04/13/04	1,081.00		100.00				1,181.00
29	5101 Pinson	L	01/07/03	1,660.00		100.00				1,760.00
30	5300 Pinson	L	01/06/04	4,600.00						4,600.00
31	4913 Ramey	L	07/05/02	1,582.91	43.59			2,500.00		4,126.50
32	3412 Stalcup	L	06/04/99	852.00		100.00				952.00
33	2732 Stalcup	L	06/04/99	3,202.00		100.00				3,302.00
34	5217 Turner	L	08/06/99	3,588.25	70.60					3,658.85
35	5401 Turner	L	04/13/04	3,113.00		100.00				3,213.00
36	Wills Point Ct.	L	07/05/02	1,651.37	39.76			2,000.00		3,691.13
37	2514 Wills Point Ct.	L	04/13/04	508.00		100.00				608.00
38	2929 Burger	L	12/20/06	4,650.50						4,650.50
39	2933 Burger	L	12/20/06	4,650.50						4,650.50
40	2510 Sheraton	L	03/04/08	6,100.00	552.71	1.00				6,653.71
41	2512 Sheraton	L	03/04/08	5,000.00	552.71	1.00				5,553.71
42	2514 Sheraton	L	03/04/08	5,600.00	552.71	1.00				6,153.71
43	2516 Sheraton	L	03/04/08	5,000.00	552.71	1.00				5,553.71
44	2518 Sheraton	L	03/04/08	3,300.00	552.71	1.00				3,853.71
45	3104 Sirron	L	01/01/01	-						0.00
46	1708 Talton	L	03/04/08	6,100.00	337.48	1.00				6,438.48
47	1704 Colvin	L	03/04/08	3,000.00	95.44	1.00				3,096.44
48	5600 Bong	L	05/10/08	3,000.00	48.95	573.05				3,622.00

LEGEND
L - Land
UC - Under construction
UCH - With House
VH - Vacant Structure
LL - Land & Lake
APH - Assigned Property HOUSE
APL - Assigned Property LAND

<u>SQ#</u>	<u>Address</u>	<u>Status</u>	<u>Date of Acquisition</u>	<u>Value Paid</u>	<u>Tax Paid</u>	<u>Fees paid</u>	<u>Other Exp Capitalized</u>	<u>Constn. Exp Capitalized</u>	<u>Donated Value</u>	<u>Total Value</u>
District 6										
COMO (District 7)										
49	5424 Carver	L	04/28/04	2,678.52	34.62					2,713.14
50	5420 Chariot	L	04/13/04	1,745.00		100.00				1,845.00
51	5620 Chariot	L	04/21/99	1,268.00						1,268.00
52	5621 Como Dr.	L	12/16/98	1,000.00						1,000.00
53	5500 Farnsworth	L	04/28/04	2,678.52	34.62					2,713.14
54	5826 Farnsworth	L	04/28/04	2,678.52	28.05					2,706.57
55	5908 Fletcher	L	04/28/04	2,678.52	28.05					2,706.57
56	5425 Geddes	L	04/28/04	2,678.52	28.05					2,706.57
57	5336 Goodman	L	04/28/04	2,678.52	28.05					2,706.57
58	5438 Goodman	L	04/28/04	2,678.52	28.05					2,706.57
59	5515 Goodman	L	04/28/04	2,678.52	91.41					2,769.93
60	5407 Kilpatrick	L	04/28/04	2,678.52	34.62					2,713.14
61	5514 Shiloh	L	01/07/03	1,244.00		100.00				1,344.00
62	5520 Shiloh	L	01/07/03	1,244.00		100.00				1,344.00
63	5528 Shiloh	L	02/28/03	1,244.00		100.00				1,344.00
64	5532 Shiloh	L	01/07/03	1,318.00		100.00				1,418.00
65	5716 Wellesley	L	04/28/04	2,678.52						2,678.52
66	5720 Wellesley	L	04/28/04	2,678.52						2,678.52
MITCHEL BLVD (District 8)										
67	2705 Berryhill Dr.	L	04/14/04	1,031.00		100.00				1,131.00
68	1325 New York Ave	L	06/03/08	3,600.00		7.00				3,607.00
NEAR SOUTHEAST (District 8)										
69	1346 E. Jefferson	L	06/02/97	600.00		100.00				700.00
70	953 E. Powell	L	05/05/01	2,694.40						2,694.40
71	2651 Belzise Ter	L	11/12/07	4,250.00	47.27	352.50				4,649.77
72	1401 Illinois Ave	L	11/12/07	4,250.00	47.27	352.50				4,649.77
TWU (District 8)										
73	2710 Ave. C	L	03/12/99	4,760.32	24.33					4,784.65
OTHER(District 8)										
74	1321 Driess	L	04/10/07		394.95			1,500.00		1,894.95
75	2709 Ash Crescent St	L	06/05/07	3,900.00		3.50				3,903.50
76	2712 Ash Crescent (exchange w/3321&3323 NW 33rd St)	L	04/02/07				1,000.00			1,000.00
77	2713 Ash Crescent St	L	06/05/07	2,600.00		3.50				2,603.50
78	2670 Ash Crescent St	L	07/03/07	3,200.00		3.50				3,203.50
79	2771 Belzise	L	07/03/07	2,700.00		3.50				2,703.50
80	2750 Ash Crecent St.	L	08/24/07	4,000.00	48.95	561.00				4,609.94
81	2650 Ash Crecent St.	L	08/07/07	3,000.00		7.00				3,007.00
82	2770 Ash Crecent St.	L	09/29/07	4,100.00						4,100.00
83	2721 Belzise	L	09/29/07	3,100.00						3,100.00
84	929 E. Maddox Ave.	L	09/29/07	1,900.00						1,900.00
85	919 E. Maddox Ave.	L	03/03/08	3,500.00	(6.40)	81.65				3,575.25
86	1018 E. Myrtle	L	03/03/08	3,500.00	(6.40)	81.65				3,575.25
87	1421 Stewart	L	03/03/08	3,500.00	(6.39)	81.65				3,575.26
88	921 E. Humbolt	L	09/30/08	3,000.00						3,000.00
89	804 Kentucky	L	09/30/08	2,700.00						2,700.00
90	1301 E. Cannon	L	09/30/08	3,100.00						3,100.00
91	1405 & 1407 E Cannon St	L	11/17/11	20,000.00	17.49	369.00				20,386.49
92	1115 E. Humbolt	L	09/30/08	5,000.00						5,000.00
93	Evans Rosedale property (From the City)	L	Not conveyed	1,445,271.26						1,445,271.26
Assigned property (Cartermetro)										
94	1118 E. Tucker	APL	09/18/08			501.95	1,500.00			2,001.95
95	1139 E. Cannon St	APL	09/18/08			533.95	1,500.00			2,033.95
96	802 E. Magnolia	APL	09/18/08			501.95	1,500.00			2,001.95
Assigned property (TCDC) Formerly Mitchel Dev. Corp.										
97	2511 Mitchell Blvd	APL	05/28/09			18,172.76	39,220.00			57,392.76
MF Projects										
98	2901 Race Street	LB	01/01/2011	1,110,000.00						1,110,000.00
99	Terrell Homes - 52 lots	LB	12/07/11	560,000.00						560,000.00
100	4250 Old Decatur Road - Angle	LB	01/01/14	2,040,000.00						2,040,000.00
101	Enclave at Westport - 6 lots	LB	08/01/14	2,871,000.00						2,871,000.00
Total				8,600,381.03	21,909.27	27,154.86	44,720.00	74,566.31	10,500.00	8,779,231.46

***LEGEND**

L -Land	93
UC-Under construction	0
UCH -With House	0
VH -Vacant Structure	0
LB -Leased back	60
APL-Assigned Property LAND	4
	<u>157</u>

FORT WORTH HOUSING FINANCE CORPORATION

Details of property transactions as on September 29, 2015

<u>Status</u>	<u>Date</u> <u>Sold/</u> <u>Purchased</u>	<u>Value</u> <u>Paid</u>	<u>Tax</u> <u>Paid</u>	<u>Fees</u> <u>paid</u>	<u>Other</u> <u>Exp Capitalized</u>	<u>Constn. Exp</u> <u>Capitalized</u>	<u>Donated</u> <u>Value</u>	<u>Total</u> <u>Value</u>
Opening Balance (October 1st, 2014)		2,019,711.98	21,025.32	28,038.81	44,389.05	0.00	10,500.00	2,123,665.15
Add:								
Additions								
HFC Terrell Homes								
1402 Lee						21,107.52		21,107.52
1404 Lee						23,675.25		23,675.25
1419 & 1421 Lee						29,783.54		29,783.54
Race Street	01/01/2011	1,110,000.00						1,110,000.00
Terrell Homes	12/07/11	560,000.00						560,000.00
Decatur Angle	01/01/14	2,040,000.00						2,040,000.00
Enclave at Westport	08/01/14	2,871,000.00						2,871,000.00
								-
Total Additions		6,581,000.00	0.00	0.00	0.00	74,566.31	0.00	6,655,566.31
Less:								
Property Sold								
								0.00
								0.00
								0.00
								0.00
								0.00
Total cost of Properties sold		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Add: Assigned property								
								TAD Value
Total		-	-	-	-	-	-	-
Balance		8,600,711.98	21,025.32	28,038.81	44,389.05	74,566.31	10,500.00	8,779,231.46

FORT WORTH HOUSING FINANCE CORPORATION

1000 THROCKMORTON ST ■ FORT WORTH TX 76102

MEMORANDUM

Date: October 27, 2015

To: Fort Worth Housing Finance Corporation Board of Directors

From: Jay Chapa, General Manager

Subject: Adjustment to FWHFC Financials

Fort Worth Housing Finance Corporation (“FWHFC”) has entered into agreements with various partners to develop multifamily projects that provide quality, affordable, accessible housing for low to moderate income residents in the City of Fort Worth. As of September 30, 2015, FWHFC has entered into partnership agreements on four projects; Race Street Lofts, Terrell Homes, Decatur Angle Apartments and Enclave at Westport Apartments. The partnerships purchased the land and conveyed it to FWHFC, and FWHFC then entered in to long term ground leases with the partners for the land. The purchase price of the land equaled the one-time lump sum payment for the long term ground lease. The partnerships each pay an annual lease payment of \$100 for the remainder of the lease term. The partnerships control the surface use of the land for the construction and operation of the projects. The projects are exempt from ad valorem taxes because FWHFC owns the land and has certain rights to purchase the improvements in the future.

In 2012-13 all of these transactions were discussed with the Finance Department and it was the opinion of Crowe and Horvath, who had been hired by the City to prepare the CAFR, that the land purchased by FWHFC did not need to be included in its financials.

Deloitte & Touche, the current independent auditors for FWHFC, questioned the decision of not booking the land purchases in the FWHFC financials. Neighborhood Services staff met with representatives of the Legal Department and the Finance Department to review the transactions and they determined that the land purchases and lease payments should be booked in FWHFC’s financials. Staff processed the necessary entries to book the land purchases and lease payments for all four projects into FWHFC’s financials as of September 30, 2015, for a total of \$6,581,000.00. These adjustments will increase the revenue and assets in the FWHFC financials accordingly.

Please contact me at 817-392-5804 if you have any questions or concerns.

Fort Worth Housing Finance Corporation **Policy for the Sale of Single Family Lots**

Background

The Fort Worth Housing Finance Corporation (FWHFC) was created in December, 1979 as a housing finance corporation under the Texas Housing Finance Corporations Act for the purpose of issuing tax exempt mortgage revenue bonds. Upon its creation the City Council elected to serve as the Board of Directors and has done so since the corporation's inception.

In April, 1996 the Board of Directors approved an amendment to the Articles of Incorporation giving the FWHFC the power to:

- Develop and promote residential development (includes construction and reconstruction of buildings and land); and
- Make loans to any person to defray residential development costs; and
- Make loans to lending institutions to provide home mortgages.

In September, 1996 the Board authorized implementation of an Infill Housing Program revolving loan fund and in February, 1999 a Land Bank Program, both for the purpose of developing quality housing in the Central City. The City's Housing Department, now Neighborhood Services, provided staff support for the Corporation.

Since 1999 the FWHFC has acquired many single family lots in neighborhoods throughout the City but primarily in Como, Terrell Heights and Stop Six.

Policy

To further the purpose of the Fort Worth Housing Finance Corporation in promoting quality, accessible, affordable housing in the Central City, it is the policy of the FWHFC to sell the real property it has acquired for a negotiated price for the construction of quality, accessible, affordable housing projects.

Criteria for the sale of single family lots to Non-Profit Organizations

The following is the criteria for the sale of FWHFC owned single family lots to a non-profit organization:

1. The intended use of the single family lot must be to build single family houses.
2. At a minimum, the non-profit has constructed and sold two (2) houses in the neighborhood where the FWHFC lots are located, or the non-profit has demonstrated success of building and selling homes in another part of the City.
3. The non-profit has met with neighborhood organizations and has neighborhood approval and/or has an existing covenant with the neighborhood.

4. The non-profit must show evidence of financial and organizational capacity to carry out the proposed project.
5. The lot sales price will be negotiated based upon an appraisal or Real Estate Broker's price opinion (BPO) obtained by the FWHFC.
6. The FWHFC General Manager or Assistant General Manager may administratively approve the sale of FWHFC residential lots or improved property based on the negotiated price.
7. The sale of five (5) or more lots to one entity in a single transaction will require approval of the Board of Directors.
8. The FWHFC will retain any mineral rights unless otherwise prohibited by federal regulations.

Criteria for the sale of single family lots to individuals

The following is the criteria for the sale of FWHFC owned single family lots to individuals:

1. The intended use of the property must be to build an owner occupied single family house, or to enlarge the lot size of an adjoining property for the purpose of adding square footage or making improvements to an existing house.
2. The individual has the approval of the Council Member for that district.
3. The sales price will be negotiated based upon an appraisal or Real Estate Broker's price opinion (BPO) obtained by the FWHFC.
4. The sale must be reviewed and approved by the FWHFC Board of Directors.
5. The FWHFC will retain any mineral rights unless otherwise prohibited by federal regulations.

Criteria for the Sale of Single Family Lots to Developers

The following is the criteria for the sale of FWHFC owned single family lots to developers:

1. The intended use of the property must be to build owner occupied single family housing.
2. The developer must show evidence of financial and organizational capacity to carry out the proposed project.
3. The developer has the approval of the Council Member for that district and the registered neighborhood association.
4. The sales price will be negotiated based upon an appraisal or Real Estate Broker's price opinion (BPO) obtained by the FWHFC.
5. The sale must be reviewed and approved by the FWHFC Board of Directors.
6. The FWHFC will retain any mineral rights unless otherwise prohibited by federal regulations.

Sale of FWHFC Lots for use other than Single Family Housing

From time to time there may be interest in certain FWHFC lots for purposes other than single family housing. These proposals will be presented to the Board of Directors for their consideration.

Competing Interest

In the case of competing interest for FWHFC properties the General Manager, Assistant General Manager, or their designee will present the proposals to the Board of Directors for consideration.

Improved Properties/FWHFC Housing Projects

If the Fort Worth Housing Finance Corporation undertakes the construction of single family housing to further its purpose of providing quality, accessible, affordable housing to low and moderate income residents of the City, the General Manager or Assistant General Manager may take all actions necessary to sell the houses to an eligible buyer for a negotiated price based on a current real estate appraisal or BPO. The FWHFC will retain any mineral rights unless otherwise prohibited by federal regulations.

Project Details

City staff shall request details of the proposed project which could include site plans, elevations, floor plans, development budgets and schedules, or any other development related information pertinent to the project.

Project Construction is to commence within twelve (12) months of closing on the property. Failure to begin construction in a timely manner will cause the property to revert back to the FWHFC. An extension may be granted by the FWHFC General Manager, Assistant General Manager or their designee.

Reporting

FWHFC support staff will report to the Board of Directors quarterly on the sale of properties and the remaining inventory of lots.

Procedure for the Sale of FWHFC properties

1. Interested Party contacts FWHFC General Manager, Assistant General Manager or Administrator
2. FWHFC orders appraisal or BPO. If one has been prepared within the previous six (6) months it can be used.

3. Lot price negotiated based on fair market value determined in Step 2.
4. Contract for sale executed by parties, earnest money and independent contract consideration, if required, collected.
5. Purchaser obtains title insurance, at their cost, if they choose.
6. Purchaser obtains survey, at their cost, if they choose. If the FWHFC has a survey of the property they will make it available to the purchaser.
7. Closing occurs within sixty (60) days of contract execution.
8. FWHFC provides executed Special Warranty Deed or instrument consistent in the manner the property was conveyed to the FWHFC to Title Company.
9. All closing costs to be paid by Purchaser.

RESOLUTION NO. FWHFC-2015-

FORT WORTH HOUSING FINANCE CORPORATION

**A RESOLUTION AUTHORIZING THE SALE OF SIXTEEN LOTS LOCATED IN THE
EVANS ROSEDALE URBAN VILLAGE TO Q HOTELS, LLC FOR THE
DEVELOPMENT OF A HOTEL**

WHEREAS, the Fort Worth Housing Finance Corporation (the “Corporation”) seeks to promote homeownership and neighborhood revitalization throughout the City of Fort Worth (“City”) and foster the development of quality, accessible, affordable housing for low and moderate income individuals and families;

WHEREAS, in 1999, the City began purchasing properties for the Evans and Rosedale redevelopment project with Community Development Block Grant (“CDBG”) funds which included a requirement that 108 jobs be created for low- to moderate-income individuals. In 2007 the City Council selected Cypress Equities I, LP (“Cypress”) as the Master Developer for the project and authorized the sale of **6.9** acres, more or less, of City-owned property to Cypress under the terms of two Purchase Contracts (collectively, the “Purchase Contracts”);

WHEREAS, Cypress acquired and sold certain of the City properties to businesses which created approximately 25 jobs to fulfill the job requirement, but because the total requirement was not met, the City was required to repay **\$1,449,290.17** of the CDBG funds to the United States Department of Housing and Urban Development (“HUD”);

WHEREAS, on March 4, 2014 the Board of Directors adopted a resolution to approve an assignment to the Corporation of Cypress’s rights under the Purchase Contracts with the City for the remaining land and agreed to an amended purchase price of **\$1,449,290.17**, the amount needed to repay HUD and eliminate any further job requirement tied to the land due to the use by City of CDBG funds for the original acquisition;

WHEREAS, Q Hotels, LLC has offered to purchase sixteen lots located south of Terrell Street and north of Dashwood Street between the Interstate 35 W frontage road and Missouri Avenue for \$1,000,000.00 in order to build a limited service hotel; and

WHEREAS, the Board desires to approve the sale of the sixteen lots to Q Hotels, LLC or one of its affiliates for **\$1,000,000.00** for use as a limited service hotel.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE FORT WORTH HOUSING FINANCE CORPORATION:

1. THAT the Board approves the sale of sixteen lots more particularly described on the attached **Exhibit “A”** (the “Property”) to Q Hotels, LLC for **\$1,000,000.00** plus the payment of common and customary seller closing costs.

2. THAT the Board approves the execution and delivery of the following for the sale of the Property: (i) sale and purchase agreement with Q Hotels, LLC or an affiliate, (ii) the deed, and (iii) the closing statement and any other related documents necessary to complete the sale of the Property (the "Closing Documents").
3. THAT Jesus J. Chapa, General Manager of the Corporation, or the Assistant General Manager, or their duly appointed successors, are each authorized to execute and deliver the Closing Documents for and on behalf of the Corporation along with any related documents necessary to sell the Property.
4. THAT to the extent any actions to sell the Property authorized by this Resolution have already been taken by the Corporation, Jesus J. Chapa, or any other representative or agent of the Corporation, the Board hereby ratifies and confirms such actions as the valid actions of the Corporation, effective as of the date such action was taken.
5. THAT this Resolution takes effect on the date of its adoption.

AND IT IS SO RESOLVED.

Adopted October 27, 2015.

FORT WORTH HOUSING FINANCE CORPORATION

By: _____
Salvador Espino, President

EXHIBIT "A"

**Lots 1 – 16, Schlater's Addition, an addition to the City of Fort Worth, Tarrant County,
Texas according to the plat thereof recorded in Volume 63, Page 143, Plat Records,
Tarrant County, Texas**

RESOLUTION NO. FWHFC-2015-

FORT WORTH HOUSING FINANCE CORPORATION

**A RESOLUTION AUTHORIZING THE SALE OF SINGLE FAMILY HOUSES FOR
THE TERRELL HEIGHTS AND LEE AVENUE INFILL DEVELOPMENT**

WHEREAS, the Fort Worth Housing Finance Corporation (the “Corporation”) seeks to promote homeownership and neighborhood revitalization throughout the City of Fort Worth (“City”) and foster the development of quality, accessible, affordable housing for low and moderate income individuals and families;

WHEREAS, on November 3, 2009 the Board of Directors adopted a resolution to approve a contract with the City for **\$500,000.00** of HOME Investment Partnerships Program (“HOME”) funds to be used for single family infill housing in the Terrell Heights neighborhood along with the purchase of up to **11** lots for the project. On June 8, 2010, the Board approved an addition of **\$500,000.00** of HOME funds for a total of **\$1,000,000.00** for the HOME contract with the City. The lots were purchased in 2012 and the City and the Corporation entered into City Secretary Contract No. 45042 dated October 25, 2013 for the project;

WHEREAS, on June 7, 2011, the Board of Directors adopted a resolution to approve a contract with the City for **\$1,000,000.00** of the City’s HOME funds to acquire certain tax foreclosed properties located on Lee Avenue and Central Avenue on the City’s Northside to construct up to **7** townhouses. The Texas Historic Commission (“THC”), which reviewed the project as part the federal environmental review requirements, determined that the construction of townhouses would create an adverse impact to historic resources since the area is eligible for listing in the National Register of Historic Places. Because the project was no longer HOME-eligible, the Board on March 4, 2014 approved the expenditure of **\$600,000.00** of the Corporation’s funds for a revised project to purchase the lots and construct **4** single family houses for sale to buyers making at or below **120%** of area median income;

WHEREAS, construction has commenced on both projects and the houses are being marketed; and

WHEREAS, the Board desires to approve the sale of the single family houses constructed on the lots listed on the attached Exhibits “A-1” and “A-2” for the Terrell Heights and Lee Avenue Infill Developments to eligible homebuyers for a negotiated price.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF
THE FORT WORTH HOUSING FINANCE CORPORATION:**

1. THAT the Board approves the sale of the single family houses constructed on the lots listed on the attached Exhibits “A-1” and “A-2” (collectively, the “Properties”) to eligible homebuyers for a negotiated price plus the payment of all common and customary seller closing costs.

2. THAT the Board approves the execution and delivery of the following for the sale of the Properties: (i) listing agreements with a licensed Real Estate Broker, (ii) sale and purchase agreements with eligible buyers, (iii) the deeds, and (iv) the closing statements and any other related documents necessary to complete the sale of the Properties (the "Closing Documents").
3. THAT Jesus J. Chapa, General Manager of the Corporation, or the Assistant General Manager, or their duly appointed successors, are each authorized to execute and deliver the Closing Documents for and on behalf of the Corporation along with any related documents necessary to sell the Properties.
4. THAT to the extent any actions to sell the Properties authorized by this Resolution have already been taken by the Corporation, Jesus J. Chapa, or any other representative or agent of the Corporation, the Board hereby ratifies and confirms such actions as the valid actions of the Corporation, effective as of the date such action was taken.
5. THAT this Resolution takes effect on the date of its adoption.

AND IT IS SO RESOLVED.

Adopted October 27, 2015.

FORT WORTH HOUSING FINANCE CORPORATION

By: _____
Salvador Espino, President

EXHIBIT "A-1"
TERRELL HEIGHT INFILL DEVELOPMENT

<u>PROPERTY ADDRESS</u>	<u>LEGAL DESCRIPTION</u>
921 E. Pulaski	KRAUSE, A SUBDIVISION Block: 4 Lot: 2A
929 E. Pulaski	KRAUSE, A SUBDIVISION Block: 4 Lot: 5E
969 E. Pulaski	GUERTLERS SUBDIVISION Lot: 11
978 E. Pulaski	GUERTLERS SUBDIVISION Lot: 15
918 E. Dashwood	KRAUSE, A SUBDIVISION Block: 4 Lot: 1B
926 E. Dashwood	KRAUSE, A SUBDIVISION Block: 4 Lot: 5B
926 E. Humbolt	MC ANULTY & NESBITT SUB EVANS Block: 2 Lot 37
967 E. Humbolt	MC ANULTY & NESBITT SUB EVANS Block: 2 Lot 18
1000 E. Terrell	FORBES & TEAS SUBDIVISION Block: 1 Lot:1

EXHIBIT "A-1"
LEE AVENUE INFILL DEVELOPMENT

PROPERTY ADDRESS

LEGAL DESCRIPTION

406 Central Avenue

North Fort Worth
Block: 81 Lot: 1 & 2

1402 Lee Avenue

North Fort Worth
Block 81 Lot: 3

1404 Lee Avenue

North Fort Worth
Block: 81 Lot: 4

1419 Lee Avenue

North Fort Worth
Block: 82 Lot: 2 & N40' 13



Updated October 22, 2015

City of Fort Worth
City Council Pre-Council Agenda Calendar

October 27, 2015

2:00 p.m. Fort Worth Housing Finance Corporation Meeting

3:00 p.m. Pre-Council Meeting

- o Council Proposal No. 306 - Waiver of Site Reservation, Facility Amenity, Sales and Administration Fees for the October 31, 2015 Second Annual Snowball Express 5k Run/Walk in Trinity Park, Fort Worth [*Council Member Zim Zimmerman and Council Member Jungus Jordan*]
- o Update on Fort Worth Housing Authority Projects [*Naomi Byrne, Fort Worth Housing Authority*]
- o Update on the Trinity River Vision [*Kate Beck, Planning and Development and J.D. Granger, Trinity River Vision Authority*]
- o Briefing on Lake Arlington Master Plan [*Randle Harwood, Planning and Development*]
- o Review of City Council Calendar for January - December 2016 [*Mary Kayser, City Secretary*]
- o Briefing on Early Childhood Matters Program [*Chris Dennis, Library*]
- o Briefing on City of Fort Worth 2015 United Way Campaign [*Gleniece Robinson, Library*]

November 3, 2015 **(National Election Day)**

8:30 a.m. Pre-Council Meeting (Note: Time Change)

Continued Items:

- **M&C L-15771** - (COUNCIL DISTRICT 6 – Jungus Jordan) - Consider Institution and Adoption of Ordinance for the Owner-Initiated Annexation of Approximately 468.04 Acres of Land in Tarrant County Located South of Altamesa Boulevard and West of the Fort Worth and Western Railroad (**Continued from September 1, 2015 by Council Member Jordan**)
- **ZC-14-147** - (COUNCIL DISTRICT 6 – Jungus Jordan) - AM Pate, Jr. et al, 6500-6800 Block Dirks Road/Altamesa Boulevard; from: Unzoned to: "A-5" One-Family, "MU-2" High Intensity Mixed-Use, "PD/G" Planned Development for all uses in "G" Intensive Commercial with exclusions and development standards to height and commercial lighting adjacent to residential and "PD/MU-2" Planned Development for all uses in "MU-2" High Intensity Mixed-Use with exclusions; site plan waiver recommended. (Recommended for Approval as Amended by the Zoning Commission to PD/G and PD/MU-2, tracts 1, 2, 3) (**Continued from September 1, 2015 by Council Member Jordan**)



Updated October 22, 2015

City of Fort Worth
City Council Pre-Council Agenda Calendar

November 3, 2015 **(Continued)**

- o Briefing on Proposed Economic Development Agreement Project Server [*Robert Sturns, Economic Development*]
- o Update on Multi-Purpose Arena [*Susan Alanis, City Manager's Office*]
- o Briefing on Communications Infrastructure [*Kevin Gunn, IT Solutions*]

November 5, 2015 **(Thursday)**

Fort Worth Crime Control and Prevention District Board of Directors Meeting (cancelled)

November 10, 2015 **Monthly Zoning Meeting**

Audit Committee (cancelled)
1:00 p.m. Legislative and Intergovernmental Affairs Committee
2:00 p.m. Infrastructure & Transportation Committee
3:00 p.m. Pre-Council Meeting

- o Overview of Significant Zoning Cases [*Dana Burghdoff, Planning and Development*]
- o Update on I-35 Construction Progress [*Robert Hinkle, North Tarrant Express Mobility Partners*]
- o Briefing on Federal Legislative Program [*T.J. Patterson, City Manager's Office*]

November 12, 2015 **(Thursday)**

5:30 p.m. Fort Worth Crime Control and Prevention District Board of Directors Meeting (NOTE: New Date)



Updated October 22, 2015

***City of Fort Worth
City Council Pre-Council Agenda Calendar***

November 17, 2015

***1:00 p.m. Local Development Corporation Meeting
3:00 p.m. Pre-Council Meeting***

- o Briefing on Parker-Browne Building Restoration and Leg Up Program [*Fernando Costa, City Manager's Office, Robert McCarthy, Cheyenne Construction Company and Lauren Doeren, Leg Up Program*]
- o Briefing on Quarterly Management Report [*Aaron Bovos, Financial Management Services*]
- o Briefing on Financial Impact of GASB 67 and GASB 68 [*Aaron Bovos, Financial Management Services*]

November 24, 2015

3:00 p.m. Pre-Council Meeting (cancelled)

November 26, 2015 (Thursday)

City Hall Closed – Thanksgiving Holiday

November 27, 2015 (Friday)

City Hall Closed – Thanksgiving Holiday

December 1, 2015 Monthly Zoning Meeting

***11:00 a.m. Legislative and Intergovernmental Affairs Committee
3:00 p.m. Pre-Council Meeting***

- o Overview of Significant Zoning Cases [*Dana Burghdoff, Planning and Development*]



Updated October 22, 2015

City of Fort Worth
City Council Pre-Council Agenda Calendar

December 8, 2015

1:00 p.m. Audit Committee
2:00 p.m. Infrastructure & Transportation Committee
3:00 p.m. Pre-Council Meeting

- o Final Report of Charter Review Task Force [*Dionne Bagsby, Chair*]
- o Briefing on Open Streets Events [*Randle Harwood, Planning and Development*]

December 15, 2015

3:00 p.m. Pre-Council Meeting

- o Briefing on Proposed Study of Transportation Service Charges [*Randle Harwood, Planning and Development*]

December 22, 2015

Pre-Council Meeting (cancelled)

December 25, 2015 (Friday)

City Hall Closed – Christmas Holiday

December 29, 2015

Pre-Council Meeting (cancelled)

**CITY OF FORT WORTH, TEXAS
REGULAR CITY COUNCIL MEETING
OCTOBER 20, 2015**

Present:

Mayor Betsy Price
Council Member W.B. "Zim" Zimmerman, District 3
Council Member Cary Moon, District 4
Council Member Gyna Bivens, District 5
Council Member Jungus Jordan, District 6
Council Member Dennis Shingleton, District 7
Council Member Kelly Allen Gray, District 8
Council Member Ann Zadeh, District 9

Absent:

Mayor Pro tem Salvador Espino, District 2

Staff Present:

David Cooke, City Manager
Sarah Fullenwider, City Attorney
Mary J. Kayser, City Secretary

I. CALL TO ORDER

With a quorum of the City Council Members present, Mayor Price called the regular session of the Fort Worth City Council to order at 7:04 p.m. on Tuesday, October 20, 2015, in the City Council Chamber of the Fort Worth City Hall, 1000 Throckmorton Street, Fort Worth, Texas.

II. INVOCATION - Pastor Darius Johnston, Christ Church

The invocation was provided by Pastor Darius Johnston, Christ Church.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

IV. CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF OCTOBER 13, 2015

Motion: Council Member Jordan made a motion, seconded by Council Member Zimmerman, that the minutes of the Regular meeting of October 13, 2015, be approved. Motion passed 8-0, Mayor Pro tem Espino absent.

V. ITEMS TO BE WITHDRAWN FROM THE CONSENT AGENDA

City Manager Cooke requested that Mayor and Council Communication PZ-3090 be withdrawn from the Consent agenda. A new M&C will be brought back at a later date.

VI. ITEMS TO BE CONTINUED OR WITHDRAWN BY STAFF

There were no additional items to be continued or withdrawn by staff.

VII. CONSENT AGENDA

Motion: Council Member Bivens made a motion, seconded by Council Member Shingleton, that the Consent Agenda be approved as amended. Motion passed 8-0, Mayor Pro tem Espino absent.

A. General - Consent Items

- 1. M&C G-18591 - Approve Findings of the Ground Transportation Coordinator Regarding the Application of Corban Limousine Services, LLC, to Operate One Limousine Within the City of Fort Worth and Authorize Issuance of a Vehicle for Hire Operating License (ALL COUNCIL DISTRICTS)**
- 2. M&C G-18592 - Approve Findings of the Ground Transportation Coordinator Regarding the Application of My Limo, LLC, to Operate Four Limousines Within the City of Fort Worth and Authorize Issuance of a Vehicle for Hire Operating License (ALL COUNCIL DISTRICTS)**
- 3. M&C G-18593 - Adopt Ordinance No. 21948-10-2015 Approving Dallas/Fort Worth International Airport Board Resolution No. 2015-09-168, Amending Chapters 2, 3, 9 and Appendix I of the Code of Rules and Regulations of the Dallas/Fort Worth International Airport Board Regarding Traffic Regulations, Miscellaneous Offenses and Airport Security (ALL COUNCIL DISTRICTS)**

C. Land - Consent Items

- 1. M&C L-15818 - Authorize Direct Sale of a Tax-Foreclosed Property Described as the West Part of Lots 11 and 12, Block 2, White's Subdivision, Located at 951 E. Rosedale Street for a Total Sales Price of \$58,641.61 to Brian Villegas, in Accordance with Section 34.05 of the Texas Property Tax Code (COUNCIL DISTRICT 8)**
- 2. M&C L-15819 - Authorize Acquisition of a Fee Simple Interest in 0.324 Acres of Land for Right-of-Way on Property Described as Lot 1, Block 2, Timberland Addition, Located at 12720 Timberland Boulevard from N.H. Theodore in the Amount of \$42,350.00 and Pay Estimated Closing Costs Up to \$2,000.00 for a Total Cost of \$44,350.00 for the Timberland Boulevard and Park Vista Boulevard Project (2014 BOND PROGRAM) (COUNCIL DISTRICT 7)**

D. Planning & Zoning - Consent Items

1. **M&C PZ-3090 - Adopt Ordinance Vacating Shire Meadow Drive to Accommodate a New Large Grocery Store Development and Surrounding Pad Sites for Cencor Acquisition Company, Inc. (COUNCIL DISTRICT 7)**

It was the consensus of the City Council that Mayor and Council Communication PZ-3090 be withdrawn from the Council agenda.

E. Award of Contract - Consent Items

1. **M&C C-27508 - Authorize Execution of Nonexclusive Contracts with iTech Environmental Services, Inc., and EnviroQuest Inc., for Lead-Based Paint Inspection and Risk Assessment Services for the Neighborhood Services Department in a Combined Amount Not to Exceed \$200,000.00 for the First Year (ALL COUNCIL DISTRICTS)**
2. **M&C C-27509 - Authorize Execution of a Contract with the Fort Worth Metropolitan Black Chamber of Commerce to Assist Minority and Women Business Enterprises and Small Businesses for a Cost Not to Exceed \$117,457.00 for the Period of November 1, 2015, Through September 30, 2016 (ALL COUNCIL DISTRICTS)**
3. **M&C C-27510 - Authorize Execution of a Contract with the Fort Worth Hispanic Chamber of Commerce to Assist Minority and Women Business Enterprises and Small Businesses in an Amount Not to Exceed \$135,551.00 for the Period of November 1, 2015, Through September 30, 2016 (ALL COUNCIL DISTRICTS)**
4. **M&C C-27511 - Authorize Execution of Amendment No. 6 to City Secretary Contract No. 45895, a Professional Services Agreement with CP&Y, Inc., in an Amount Up to \$74,350.17 to Provide Additional Construction Phase Services for the Receiver/Transmitter Relay and Taxiway H Improvements Project at Fort Worth Alliance Airport (COUNCIL DISTRICT 7)**

VIII. PRESENTATIONS BY THE CITY SECRETARY - CONSENT ITEMS

1. **Notice of Claims for Alleged Damages and/or Injuries**

End of Consent Agenda.

IX. SPECIAL PRESENTATIONS, INTRODUCTIONS, ETC.

1. Introduction of Incoming City of Fort Worth Police Chief Joel Fitzgerald

Chief Joel Fitzgerald addressed Council and expressed appreciation to City Manager Cooke for the opportunity to serve the citizens of Fort Worth. He also commended Interim Chief Rhonda Robertson for her hard work.

X. ANNOUNCEMENTS BY CITY COUNCIL MEMBERS AND STAFF

1. Upcoming and Recent Events

Mayor Price and Council Members Moon, Bivens, Jordan, Allen Gray and Zadeh announced upcoming and recent events within the City and various Council districts.

2. Recognition of Citizens

There was no recognition of citizens.

3. Approval of Ceremonial Travel

There was no approval of ceremonial travel.

XI. PRESENTATIONS BY THE CITY COUNCIL

1. Changes in Membership on Boards and Commissions

Motion: Council Member Jordan made a motion, seconded by Council Member Shingleton, that Mr. Dan Moore be reappointed to Place 1 on the Board of Adjustment – Commercial and Fort Worth Alliance Airport Board of Adjustment, effective October 20, 2015, and with a term expiring October 1, 2017. Motion passed 8-0, Mayor Pro tem Espino absent.

Motion: Council Member Shingleton made a motion, seconded by Council Member Zimmerman, that Mr. Barry Wallis be reappointed to Place 7 on the Library Advisory Board, effective October 20, 2015, and with a term expiring October 1, 2017. Motion passed 8-0, Mayor Pro tem Espino absent.

XII. PRESENTATIONS AND/OR COMMUNICATIONS FROM BOARDS, COMMISSIONS AND/OR CITY COUNCIL COMMITTEES

There were no presentations and/or communications from boards, commissions, and/or City Council committees.

XIII. REPORT OF THE CITY MANAGER

B. General

1. **M&C G-18594 - Adopt Ordinance Amending the Project and Financing Plan for Tax Increment Reinvestment Zone No. Thirteen, City of Fort Worth, Texas, Woodhaven TIF, to Authorize the Use of Economic Development Program Grants, Pursuant to Chapter 380 of the Texas Local Government Code and Update Projected Revenues (COUNCIL DISTRICT 4) (PUBLIC HEARING)**

Mayor Price opened the public hearing.

a. Report of City Staff

Ms. Carol Griffith, Economic Development Department, appeared before Council and provided a staff report.

b. Citizen Comments

There were no citizen comments.

c. Council Action

Motion: Council Member Shingleton made a motion, seconded by Council Member Bivens, that the public hearing be closed. Motion passed 8-0, Mayor Pro tem Espino absent.

Council Member Moon made a motion, seconded by Council Member Bivens, that Mayor and Council Communication G-18594 be approved and Ordinance No. 21949-10-2015 be adopted. Motion passed 8-0, Mayor Pro tem Espino absent.

C. Purchase of Equipment, Materials, and Services

1. **M&C P-11802 - Authorize Purchase Agreement with American Facility Services, Inc., for Janitorial Services with an Estimated Annual Cost of \$1,325,000.00 (ALL COUNCIL DISTRICTS)**

Motion: Council Member Zimmerman made a motion, seconded by Council Member Moon, that Mayor and Council Communication P-11802 be approved. Motion passed 8-0, Mayor Pro tem Espino absent.

F. Award of Contract

- 1. M&C C-27512 - Authorize Acceptance of a Monetary Donation from the Fort Worth Chamber Foundation, Inc., in the Amount of \$100,000.00, Authorize Execution of Change Order No. 2 to City Secretary Contract No. 46853 with Raydon, Inc., for Installation of New Dog Park Amenities at North Z. Boaz Park in the Amount of \$101,136.45 for a Total Contract Amount of \$697,906.15 and Adopt Appropriation Ordinance (2014 BOND) (COUNCIL DISTRICT 3)**

Motion: Council Member Zimmerman made a motion, seconded by Council Member Bivens, that Mayor and Council Communication C-27512 be approved with appreciation and Appropriation Ordinance No. 21950-10-2015 be adopted. Motion passed 8-0, Mayor Pro tem Espino absent.

XIV. PUBLIC HEARING

- 1. Sixth Public Hearing for a Proposed Owner-Initiated Annexation of Approximately 468.04 Acres of Land Situated in the Heath, John F. Survey, Abstract No. 641, About 9.2 Miles South 32 Degrees West of the Courthouse in Tarrant County, Located Along South of Altamesa Boulevard, West of the Fort Worth and Western Railroad. (AX-14-006, Area 55-2)**

Mayor Price opened the public hearing.

a. Report of City Staff

Mr. Leo Valencia, Planning and Development Department, appeared before Council and provided a staff report.

b. Citizen Comments

Mr. Tom Galbreath, 550 Bailey Avenue, Suite 400, completed a speaker card in support of the annexation and was recognized by Mayor Price but did not wish to address Council.

Motion: Council Member Jordan made a motion, seconded by Council Member Bivens, that the public hearing be closed. Motion passed 8-0, Mayor Pro tem Espino absent.

XV. ZONING HEARING

The Notice of Special Hearing set today as the date for the hearing in connection with recommended changes and amendments to Zoning Ordinance No. 13896 and that notice of the hearing had been given by publication in the *Fort Worth Star-Telegram*, the official newspaper of the City of Fort Worth, on September 23, 2015.

Mayor Price opened the public hearing.

1. **ZC-15-130 - (CD 9) - Bertilla Ventura, 405 Wimberly Street; from: "B" Two-Family to: "UR" Urban Residential (Recommended for Denial without Prejudice by the Zoning Commission)**

Motion: Council Member Zadeh made a motion, seconded by Council Member Jordan, that Zoning Docket ZC-15-130 be denied without prejudice. Motion passed 8-0, Mayor Pro tem Espino absent.

2. **ZC-15-134 - (CD 7) - 4905 White Settlement, Fort Worth Growth Partners, 113-129 Athenia, 105-112, 204 Nursery, 201 Sunset and 4905 & 4921 White Settlement Road; from: "MU-1" Low Intensity Mixed-Use to: "PD/UR" Planned Development for all uses in "UR" Urban Residential with maximum four stories in height, with conceptual site plan. (Recommended for Approval as Amended by the Zoning Commission with conceptual site plan)**

Mr. Phillip Poole, 2918 Wingate, completed a speaker card in support of Zoning Docket ZC-15-134 and was recognized by Mayor Price but did not wish to address Council.

Motion: Council Member Shingleton made a motion, seconded by Council Member Jordan, that Zoning Docket ZC-15-134 be approved to reflect "PD/UR" Planned Development for all uses in "UR" Urban Residential including the odd addresses between 113 and 129 Athenia Drive, with a maximum four stories in height, maximum 40-unit per acre, with a conceptual site plan that includes a 40-foot maximum building setback and a 25-foot setback for a wall or fence on Athenia Drive and Sunset Lane, and a five foot front yard wall along White Settlement constructed of at least two different materials with lettering not to exceed three feet in height. Motion passed 8-0, Mayor Pro tem Espino absent.

3. **ZC-15-135 - (CD 7) - Fort Worth Growth Partners, 300 block of Nursery Lane & Sunset Lane; from: "B" Two-Family to: "UR" Urban Residential (Recommended for Approval by the Zoning Commission)**

Mr. Phillip Poole, 2918 Wingate, completed a speaker card in support of Zoning Docket ZC-15-135 and was recognized by Mayor Price but did not wish to address Council.

Motion: Council Member Shingleton made a motion, seconded by Council Member Jordan, that Zoning Docket ZC-15-135 be approved. Motion passed 8-0, Mayor Pro tem Espino absent.

There being no one else present desiring to be heard in connection with the recommended changes and amendments pertaining Zoning Ordinance No. 13896 for the above-listed cases, Council Member Shingleton made a motion, seconded by Council Member Jordan, that the hearing be closed and Ordinance No. 21951-10-2015 be adopted. Motion passed 8-0, Mayor Pro tem Espino absent.

XVI. CITIZEN PRESENTATIONS

Mr. Bob Willoughby, 6731 Bridge Street, appeared before Council relative to the Code Compliance Department.

Mr. Edward Malone, 3906 Carey Street, appeared before Council relative to noise issues after hours regarding businesses in residential area.

Mayor Price directed Mr. Malone to meet with Assistant City Manager Fernando Costa after the meeting.

XVII. EXECUTIVE SESSION (PRE-COUNCIL CHAMBER) - SEE ATTACHMENT B

XVIII. ADJOURNMENT

There being no further business, Mayor Price adjourned the Regular meeting at 7:33 p.m.



TO: The Honorable Mayor and City Council Members
FROM: Mary J. Kayser, City Secretary *MJK*
DATE: October 27, 2015
SUBJECT: Appointments to the Art Commission

Per action taken by the Legislative and Intergovernmental Affairs Committee at their October 20, 2015, meeting, Chairman Shingleton is bringing forward the following appointment for your consideration. Terms will expire on September 30, 2017.

Appointment:

Ms. Sheila Hill to Place 5 (Design Professional)

Reappointments:

Ms. Robyne Kelly to Place 1 (Community Representative)
Ms. Carol Hendrix to Place 3 (Community Representative)
Ms. Bethany Dodson to Place 7 (Community Representative)
Mr. Bill Campbell to Place 9 (Art Professional)

The application for Ms. Hill is attached as a matter of information.

Board & Commission Application

#420

Name *	Sheila Hill
Mailing Address *	 4130 Rawleigh Dr Fort Worth, Tx 76126 United States
Email *	flowergirl052@hotmail.com
Home (Primary) Phone *	(817) 249-2619
Alternative Phone Number	(817) 223-3965
Current employer	self
Occupation/Position	painter/ceo of sheilahillartist.com
How long have you lived in Fort Worth? *	16+
Which City Council district do you live in?	District 8
	<ul style="list-style-type: none"> • I am a registered voter in the City of Fort Worth • I understand that I must committ to attend all regularly scheduled meetings (usually monthly) • If appointed, I will complete all financial statements required by law.
Which boards are you interested in serving on? *	<ul style="list-style-type: none"> • Art Commission

Describe what qualifications you bring to the selected positions:

+Chairman of Park and Community Services Advisory Board – 2009–2015,
(as Chair gave various event & City Council speeches/public annual report to City Council, worked w/City Council to make PACS Board more effective within the Cities park decisions process),

+Served on Gas Drilling Review Committee, as pertains to Parks,

+Served on Park and Community Services Advisory Board – 2007–2015,
(worked w /City Council to make PACS Board more effective within the Cities park decision process, enhance parks w/Aquatics Center, Skateparks, Community Centers, evaluating the process closing unproductive Golf Course, Board made recommendation to City Council for updated Aquatics Center Master Plan, worked to obtain largest Bond dollars to date),

+FY2016 Budget Stakeholders Committee (making sure that the Aquatics Centers in City have adequate funds available for future repairs etc., making staff aware of the process stakeholders need for opportunity to voice adequate needs to budget process),

- +City Managers–Rockwood Golf Course Study Committee, (resulted in recommending to City Council a redesigned Golf Course Master Plan),
- +City Managers–Library/Park & Community Services Advisory Committee. (resulted in recommendation to City Council to keep Park Department and Library Department as separate Departments, worked w/PACSB to meet each goal recommendation from Committee.),
- +Special Outdoor Event Ordinance Ad Hoc Committee–Vice Chair, Mayor appointed, (resulted in an Outdoor Ordinance)
- +7th St Bridge Enhance Committee–Mayor appointed,

+Liaison -- Streams & Valley, Golf Advisory Committee (Golf Committee desolved in 2014, Park Board will make recommendations regarding Golf Course policies to City Council)

- +Botanic Garden–Stewards of Garden Committee,
- +Botanic Garden–Future of Garden Committee, results of Committee–Master Plan for Botanic Garden,
- +Fort Worth Botanic Garden–Children's Garden Committee,

+President Botanical Society –2 terms
 (Formed Endowment Fund Committee, Finance Committee, created/board approved a Board Policy, funded/completed Boardwalk),

- +President Garden Council of Fort Worth Council–2 terms
- +Vice President Fort Worth Garden Club–2 terms
- +District II Director 2–terms
- +President of various Garden Clubs since 1990

(Optional) Attach your resume.

Do you, your spouse or your employers have business dealing with the City of Fort Worth that presents a conflict of interest? If so, describe: No

Created 15 Sep 2015 10:59:15 AM	76.203.198.189 IP Address	Updated 15 Sep 2015 12:36:09 PM
PUBLIC		PUBLIC

Complete

From: Fort Worth [no-reply@wufoo.com]
Sent: Wednesday, November 27, 2013 2:02 PM
To: Gonzales, Ronald
Subject: Board Application: [No. 200]

Name * Robyne Kelly
Mailing Address *  3000 East 12th Street 3000 East 12th Street
Fort Worth, Texas 76111
United States

Email * robyme.kelly@sbcglobal.net

Home (Primary) Phone * (817) 885-8416

Current employer Flight Attendant

Occupation/Position American Airlines

How long have you lived in Fort Worth? * 16+

Which City Council district do you live in? District 8

I am a registered voter in the City of Fort Worth

Which boards are you interested in serving on? * Art Commission

Describe what qualifications you bring to the selected positions: My involvement in my community and the city of Fort Worth, Texas.

FORT WORTH



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: ART COMMISSION

Name:	<u>KELLY</u>	<u>ROBYNE</u>	<u>EVETTE</u>
	(Last)	(First)	(Middle)
Home Address:	<u>3000 ELIZABETH STREET</u>		<u>76111</u>
			(Zip)
Home Phone:	<u>(817) 885-8416</u>		
Mailing Address:	<u>SAME AS ABOVE</u>		
			(Zip)
e-mail Address:	<u>robyne.kelly@the-way-pr.com</u>		
Employer:	<u>AMERICAN AIRLINES</u>		
Address:	<u>D/FW AIRPORT</u>		
Business Phone:	<u>(972) 425-5140</u>		
Occupation/Position:	<u>Flight Attendant</u>		(Zip)
			Fax Number: ()
Length of time as a Fort Worth resident:	<u>43 yrs</u>	Five in Council District # <u>8</u>	Are you registered to vote in the of Fort Worth? <u>YES</u>

- Do you, your spouse or your employers have business dealing with the City of Fort Worth that present a conflict of interest? NO
Describe: _____
- Recognizing that serving on a Board or Commission is often time consuming, most meet on a monthly basis, are you committed to attending all regularly scheduled meetings? YES
- Do you agree to complete all financial statements, if appointed to a Board or Commission that the law requires you to do so? YES

Describe any qualifications, expertise, or special interests that relate to your possible appointment.

I grew up the child of a FWISD chorus teacher, who was of next year will have been in the classroom 50 (fifty) years and I've seen first hand the importance of art in ALL forms, so I believe the arts are a VITAL part of EVERYDAY life and want nothing more than to be apart of the process that bring it to ALL communities.

Applicant's Signature: [Signature] Date: 6/24/10

DO NOT WRITE IN SPACE BELOW. FOR CITY COUNCIL MEMBER, STAFF OR ORGANIZATION USE ONLY

Recommended by:	Date:
-----------------	-------

It is suggested that you submit a cover letter of introduction and a resume with your application. Please return them to the City Secretary's Office for processing.

The City of Fort Worth recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Fort Worth's diverse community, including citizens of all ethnic groups as well as people with disabilities.

*** ADA COMPLIANCE ***

Reasonable accommodations and equal access to communication are provided upon request.
Return to: Office of the City Secretary, 1000 Throckmorton, Fort Worth, TX 76102
Phone: (817) 871-6150 Fax: (817) 871-6196



Robyne Evette Kelly

3000 East 12th Street
Fort Worth, Texas 76111
robyme.kelly@thewaypr.com

Experience

THE WAY, A PUBLIC RELATIONS AND MARKETING COMPANY Fort Worth, Texas

Founder/Owner

Public relations and marketing plans for individuals and companies

AMERICAN AIRLINES, Fort Worth, Texas 1997-present

Flight Attendant

Responsible for safety and comfort of passengers

Conflict Resolution

People Skills

Calmness in the midst of chaos

AMERICAN EAGLE, Fort Worth, Texas 1995-1997

Flight Attendant

Responsible for the safety and comfort of passengers

Conflict Resolution

People Skills

Calmness in the midst of chaos

KTXA, CHANNEL 21, Dallas, Texas 1990-1994

Creative Services Director's Assistant/Publicity

Responsible for selecting and placing promotional spots on-air to best promote programs, writing press release and voice-over-credits.

Assigned numbers to producers' elements.

Wrote and dubbed voice-overs to cart and placed on station log

Coordinated media interviews with local metropolitan newspaper and various TV personalities

Served as liaison with contest winners and station insuring hotel reservations and delivery of appropriate prizes

Radio Buyer's Assistant

Researched Arbitron book and made recommendations for the media buy. Trafficked the radio buy from start to finish

On-Air Talent

Served as reporter for "Take Issue with the Mayor"

Served as host for "Metroview"

KERA, CHANNEL 13, Dallas, Texas 1989-1990

Intern, "News Addition"

Assisted reporters with research, field interviews, gripping equipment and logging tapes.

Selected as on-air talent for pledge drive

Operated teleprompter for various programs

Experience continued

KHVN RADIO, Dallas, Texas 1989

Intern, "Heaven 97"

Assisted the Operations Manager

Maintained community calendar

Processed correspondence coming through the office

FORT WORTH INDEPENDENT SCHOOL DISTRICT, Fort Worth, Texas 1989

Intern, Communications Office

Helped staff write articles for the various publications

Proof reading

Suggested headlines

Education

MS, Journalism, 2008

Texas Christian University, Fort Worth, Texas

BA, Speech Communications, Minor in Theater Arts, 1989

Texas A&M University, College Station, Texas

Relevant Courses:

Public Speaking

Interpersonal Communication

Speech Theory

Introduction to Acting (self-presentation)

Civic and Volunteer Works

Fort Worth Public Arts/Art Commissioner

Minority and Women's Business Enterprise Advisory Committee/member

Volunteer Deputy Registrar/Tarrant County

Memberships

Leadership Fort Worth

United Riverside Neighborhood Association

Alpha Kappa Alpha Sorority, Inc./Life member

Board & Commission Application

#112

Name *	Carol Hendrix
Mailing Address *	1600 Texas St. #2405 Fort Worth, TX 76102 United States
Email *	Carolkni@aol.com
Home (Primary) Phone *	(817) 738-7952
Alternative Phone Number	(817) 773-8284
Current employer	retired
Occupation/Position	
How long have you lived in Fort Worth? *	16+
Which City Council district do you live in?	I don't know 9

- I am a registered voter in the City of Fort Worth
- I understand that I must committ to attend all regularly scheduled meetings (usually monthly)
- If appointed, I will complete all financial statements required by law.

Which boards are you interested in serving on? *	<ul style="list-style-type: none"> • Art Commission • Urban Design Commission
--	---

Describe what qualifications you bring to the selected positions:

I would hope to be a true ambassador for the arts in Fort Worth and to foster partnerships with all neighborhoods within the City. Currently I serve as a docent at The Modern Museum of Art and a member of The Modern Museum of Art, Director's Council. Because a city is about its people and all their combined ideas, hopefully these lifetime experiences as a lifetime Fort Worth citizen would be beneficial as an Art Commission member. Please refer to the attached resume for a complete summary of my career and past civic activities

(Optional) Attach your resume.

Do you, your spouse or your employers have business dealing with the City of Fort Worth that presents a conflict of interest? If so, describe:

No

Created 24 May 2013	76.255.95.28 IP Address	Updated 24 May 2013
------------------------	----------------------------	------------------------



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: Art Commission

Name:	Dodson	Bethany	Ann
Home Address:	^(Last) 4813 Meadowbrook Drive, Fort Worth, TX 76103	^(First)	Home Phone: (254) ^(Middle) 413-3043
Mailing Address:	Same	(Zip)	e-mail Address: bdodson@cowgirl.net
Employer:	National Cowgirl Museum and Hall of Fame	(Zip)	
Address	1720 Gendy Street, Fort Worth, TX 76107		Business Phone: (817) 509-8665
Occupation/Position:	Research and Education Manager	(Zip)	Fax Number: ()
Length of time as a Fort Worth resident. <u>4.5 yrs</u> I live in Council District # <u>8</u> Are you registered to vote in the of Fort Worth? <u>yes</u>			

- Do you, your spouse or your employers have business dealing with the City of Fort Worth that present a conflict of interest? no
Describe: _____
- Recognizing that serving on a Board or Commission is often time consuming, most meet on a monthly basis, are you committed to attending all regularly scheduled meetings? yes
- Do you agree to complete all financial statements, if appointed to a Board or Commission that the law requires you to do so? yes

Describe any qualifications, expertise, or special interests that relate to your possible appointment.
I have a strong sense of commitment to the City of Fort Worth, especially from he cultural arts perspective. I have 10 years museum curation and education experience.

Applicant's Signature: Bethany Dodson Date: 12-2-2013

DO NOT WRITE IN SPACE BELOW. FOR CITY COUNCIL MEMBER, STAFF OR ORGANIZATION USE ONLY

Recommended by:	Date:
-----------------	-------

It is suggested that you submit a cover letter of introduction and a resume with your application. Please return them to the City Secretary's Office for processing.

The City of Fort Worth recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Fort Worth's diverse community, including citizens of all ethnic groups as well as people with disabilities.

*** ADA COMPLIANCE ***
 Reasonable accommodations and equal access to communication are provided upon request.
 Return to: Office of the City Secretary, 1000 Throckmorton, Fort Worth, TX 76102
 Phone: (817) 871-6150 Fax: (817) 871-6196



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: Art Commission

Name:	<u>Dodson</u>	<u>Bethany</u>	<u>Ann</u>
	(Last)	(First)	(Middle)
Home Address:	<u>4813 Meadowbrook Drive, Fort Worth, TX 76103</u>		Home Phone: <u>(254) 413-3043</u>
Mailing Address:	<u>4813 Meadowbrook Drive, Fort Worth, TX 76103</u>		e-mail Address: <u>bethanykdodson@gmail.com</u>
	(Zip)	(Zip)	
Employer:	_____		
Address _____	Business Phone: (____) _____		
Occupation/Position: _____	(Zip)	Fax Number: (____) _____	
Length of time as a Fort Worth resident. <u>4 yrs</u> I live in Council District # <u>6</u> Are you registered to vote in the City of Fort Worth? <u>Yes</u>			

- Do you, your spouse or your employers have business dealing with the City of Fort Worth that present a conflict of interest? No
Describe: _____
- Recognizing that serving on a Board or Commission is often time consuming, most meet on a monthly basis, are you committed to attending all regularly scheduled meetings? Yes
- Do you agree to complete all financial statements, if appointed to a Board or Commission that the law requires you to do so? Yes

Describe any qualifications, expertise, or special interests that relate to your possible appointment.
Served as the assistant curator at the W. K. Gordon Center for Industrial History of Texas from 2002 to 2012.

Applicant's Signature: Date: 3/21/2013

DO NOT WRITE IN SPACE BELOW. FOR CITY COUNCIL MEMBER, STAFF OR ORGANIZATION USE ONLY

Recommended by: Date: 4/2/13

It is suggested that you submit a cover letter of introduction and a resume with your application. Please return them to the City Secretary's Office for processing.

The City of Fort Worth recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Fort Worth's diverse community, including citizens of all ethnic groups as well as people with disabilities.

*** ADA COMPLIANCE ***
 Reasonable accommodations and equal access to communication are provided upon request.
 Return to: Office of the City Secretary, 1000 Throckmorton, Fort Worth, TX 76102
 Phone: (817) 392-6150 Fax: (817) 392-6196

BETHANY KOLTER DODSON

Fort Worth, Texas

254-413-3043

bdodson@cowgirl.net

- Education** *M.A., History* **August 2008**
Tarleton State University, Stephenville, Texas
Relevant Coursework: Museum Studies; Gender Studies in the American West; American Gender Studies in WWII; Historiography and Historical Method; Directed Readings in U.S. History; History of Energy; Ancient Rome; Baroque Europe; Europe 1850-1918; French Revolution; World War II and the Holocaust; Modern Poetry.
- B.A., History* **December 2001**
Tarleton State University, Stephenville, Texas
Accomplishments: Graduated Cum Laude; acquired Texas teacher certificate in history, geography, political science, and economics for 7th through 12th grade. "Distinguished Alumnus" honoree for the College of Liberal and Fine Arts at Tarleton State University, 2011.
Scholarships: Joy Gallant Archer, 1999-2001; Dick Smith, 2000-2001; Evelyn Wisdom Memorial, 2000-2001.
Activities: Phi Alpha Theta; The Forum (student body representative 1998); Moveable Feast Film Club (secretary 1999, president 2000.)
- Employment** *Research and Education Manager* **July 2013– Present**
National Cowgirl Museum and Hall of Fame, Fort Worth, Texas
- Education:**
- Supervises the museum educational pedagogy focused on best practices in informal education, in conjunction with and executed by the educational coordinator.
 - Ensures all educational programming is mission driven and develops a balance of projects, programs, and activities serving a broad audience.
 - Oversees key relationships with area public and private school officials to best serve the region's school and education communities.
 - Oversees and provides vision for all exhibition and educational programming to develop and implement key components of the museum's institutional plan.
- Research:**
- Fulfill public research requests.
 - Assist with composing and editing gallery content.
 - Support the associate director with research as needed.
 - Oversee and edit content-driven social media posts.
- Hall of Fame:**
- Manage Hall of Fame nomination process.
 - Upkeep of nominee and honoree archive.
 - Communicate with honorees.
 - Research and develop bios, photographs, videos, and other material related to Induction.
 - Conduct additional research for potential nominees and existing nominees.
 - Update Hall of Fame Kiosk
 - Fulfill all administrative duties associated with the Hall of Fame.
- Library:**
- Maintain organization of books and AV material to Library of Congress schematics.
 - Upkeep with Corporate Archives, Subject, Nomination, and Honoree Archive files.
 - Maintain active role in Cultural District Library Consortium.
- Archival Photo Collection:**
- Manage and facilitate all research requests.
 - Collaborate with collections staff to catalog and file photographs and paperwork.
 - Sustain a strong understanding of photograph copyright law.
 - Supply photographs to various departments on an as needed basis.
 - Provide best preservation practices for photography.

Curatorial Assistant & Educator

November 2002 – June 2012

W. K. Gordon Center for Industrial History of Texas, Thurber, Texas

Curatorial Duties:

- Assisted in conservation and care management of a several hundred artifact collection, including photographs, maps, ledgers, textiles, and three-dimensional objects, mainly from late 19th to early 20th century.
- Created accession forms for all types of objects.
- Drafted photography use forms.
- Regularly involved in donor relations and accepted new gifts.
- Interviewed donors and researched materials for provenance.
- Maintained relationships with current patrons and cultivated potential donors.
- Assessed new acquisitions for damage.
- Provided object cleaning as needed.
- Utilized software, ledgers, and filing systems to organize, digitize, and create easier access for collection research.
- Packed artifacts for storage and travel.
- Responded to artifact research inquiries.

Recent Exhibits:

- ***Postcard Tour of Thurber*** **2011**
Assisted in the curation of an entirely in-house exhibit, including artifact selection, research, display design, manufacture, and installation. Wrote interpretational text blocks. Created and distributed all press.
- ***Rural Texas Women at Work, 1930-1960*** **2010**
Curated a travelling exhibit from *Humanities Texas* supported by in-house artifacts and research for a three-month exhibition. Selected and researched artifacts, wrote interpretational text blocks, designed and installed exhibit displays, distributed all press, and hosted guest speaker for opening.
- ***A Company Town at Play: Sports in Thurber, Texas*** **2009**
Assisted in research and artifact selection for three-month exhibition, wrote interpretational text blocks, designed and installed displays, managed loaned object contracts, and distributed all press for opening event.
- ***Tying Us Together: A History of Friendship Quilts*** **2008**
Curated a three-month exhibit of in-house and loaned textiles. Cultivated relationships and coordinated loans from nine donors, researched and wrote all interpretational text blocks, designed and installed displays, distributed press, created handouts, and hosted guest speaker for exhibit opening. After disassembly, converted into an online exhibit.

Educational Programming & Event Planning:

- Designed and provided TEKS-aligned, interactive programming for grades K-12 utilizing exhibits and research.
- Provided outreach to school districts through class presentations and by developing travelling trunks which contained books, multimedia resources, lesson plans, and hands-on artifacts.
- Evaluated the effectiveness of modules as a teaching tool; made improvements and repairs.
- Created, distributed, and updated an annual brochure to send to independent school districts in a 75-mile radius.
- Coordinated with speaker, facilitated, and publicized numerous events open to the community that pull from a 100-mile radius, including but not limited to travelling exhibits, tours, reunions, workshops, demonstrations, parties, wine and food tastings, book signings, lectures, educational demonstrations, musical groups, astronomy parties, and booths at festivals.

Lectures/Presentations/Papers/Publications:

- ***Polish Immigrant Program*** **2003 – 2011**
Researched, developed, and portrayed a historical composite character that discusses life in turn-of-the-century Thurber as a Polish immigrant who interacts with the audience. This program has been performed for all grade levels, service and social clubs, university undergraduate and graduate

classes. Keynote speaker: Tarleton Staff Development Day (2007). Presented: Tarleton's Dean's Circle (2010), A & M's Chancellor's Century Council (2010).

- ***Educator's Oil History Discovery Kit*** 2010
A collection of lesson plans, artifacts, books, CDs, DVDS, and other resources developed to aid 4th-8th grade teachers enhancing their instruction on one of the most influential industries in Texas. Material explores the social history, science, and economic elements of this topic.
- ***The Exodus of Thurber Houses*** 2008 – 2010
This original research project and presentation explored the history of the types of company houses and their second life in their present locations after Thurber's demise. Also converted into an online exhibit.
- ***Celebrating Italian Influence on Thurber, Texas: Bocce Ball!*** 2007 – 2010
A brief history of Italian immigrants in Thurber and the game Bocce ball. Instructions and interactive games offered at W. K. Gordon Center and at the By-Gone Days annual festival at the Stephenville Museum.
- ***"Tying Us Together: A Thurber Friendship Quilt"*** 2010
A special guest blog article on *The Industrious Historian* discussing a Thurber collaborative quilt and its social importance.
- ***"Immigrant Life in Thurber, Texas"*** 2010
Handout for Texas Association of Museums conference session describing the steps required to develop living history characters.
- ***"Museums and Social Media"*** 2009
Online article about resources that social media can offer the public through museums.
- ***Preserving Family Textiles*** 2007
Hands-on demonstration given in cooperation with the curator for the Dora Lee Langdon Cultural and Educational Center focusing on the best textile preservation methods.
- ***Thurber Cultures: Flags From Around the World*** 2006
Children's (1st – 6th grade) program exploring the multicultural aspects of Thurber population through a presentation and hands-on activities. Offered in-house and at Stephenville Museum annual festival.

Other Tasks & Responsibilities:

- Created marketing and publicity for university public history track in graduate studies, including brochure, posters, and website.
- Designed ads and text for various brochures, magazines, and newsletters.
- Created dynamic emailing campaigns and managed a successful email list for events.
- Generated flyers, press releases, and public service announcements for programming.
- Managed online presence of the museum through the Facebook and MySpace pages, museum website www.wkgordoncenter.org, and graduate student blog www.theindustrioushistorian.blogspot.com.
- Served as a liaison between museum and other campus departments.
- Managed university administrative paperwork.
- Handled all phone operations for the museum.
- Administered orientation and hospitality training for new graduate assistants and employees.
- Oversaw inventory and purchasing for gift shop.
- Created and supervised master calendar of operations and employee work schedules.

<i>Substitute Teacher</i>	2001 – 2002
Stephenville ISD, Stephenville, Texas	
<i>Instrumental Textbook Reader for the Blind</i>	2001 – 2002
Stephenville, Texas	
<i>Certified TASP Remediation Tutor</i>	2000 – 2001

Tarleton State University, Stephenville, Texas

Computer Proficiency

- Computer System Platform: PC
- Extensive knowledge of Microsoft Office: Word, Publisher, PowerPoint, Excel, and Access.
- Proficient with Adobe Photoshop CS5, Adobe Acrobat 7 Professional, PastPerfect Museum Software, and Cascade Server (web content management system).

Volunteer Work & Continuing Professional Development

- | | |
|--|-----------------------|
| Commissioner on the Fort Worth Art Commission | 2013 – Present |
| CPR/AED Certified | 2002 – 2010 |
| Texas Association of Museums annual conference, regular attendance | 2002 – 2009 |
| American Association of Museums annual conference | 2008 |
| American Association of State & Local History annual conference | 2007 |
| Preservation of Photographic Materials Workshop (Amigos Library Services) | 2007 |
| Dora Lee Langdon Cultural and Educational Center, Granbury, Texas | 2006 |
| Volunteered at events. | |
| Summer Studio, Stephenville, Texas | 2001 – 2006 |
| Performed and volunteered with a local summer stock theater group. | |
| Paper, Clothing, and Textiles Collection Care Workshop (CMC, TAM) | 2005 |
| Layland Museum, Cleburne, Texas | 2004 |
| Volunteered to disassemble and pack for transport a travelling exhibit entitled <i>Recovery: The World Trade Center</i> from New York State Museum. Gave presentation. | |
| Paper, Object & Textile Marking Workshop (TAM) | 2003 |

Affiliations

Texas Association of Museums

Board & Commission Application

#212

Name * Bill Campbell

Mailing Address *  4935 Byers Ave.
Fort Worth, TX Texas 76107
United States

Email * wcamp100@gmail.com

Home (Primary) Phone * (817) 737-9566

Alternative Phone Number (817) 233-3465

Current employer William Campbell Contemporary Art, Inc.

Occupation/Position Art Dealer, owner

How long have you lived in Fort Worth? * 16+

Which City Council district do you live in? ~~I don't know~~ 7

- I am a registered voter in the City of Fort Worth
- I understand that I must committ to attend all regularly scheduled meetings (usually monthly)
- If appointed, I will complete all financial statements required by law.

Which boards are you interested in serving on? *

- Art Commission

Describe what qualifications you bring to the selected positions:

40 years experience in Fort Worth business community
Active in the art community
Past president of the Fort Worth Art Dealers Association, current Secretary of the organization
Co-founder of the FWADA's Gallery Night
Worked personally with all of the museums in Fort Worth, Arlington, and the Dallas Museum of Fine Art
Graduate of Texas Christian University in Studio Art

(Optional) Attach your resume.

Do you, your spouse or your employers have business dealing with the City of Fort Worth that presents a conflict of interest? If so, describe:

No

Created 13 Jan 2014 9:32:23 AM	162.203.41.231 IP Address	Updated 13 Jan 2014 9:40:32 AM
PUBLIC		



TO: The Honorable Mayor and City Council Members

FROM: Mary J. Kayser, City Secretary

DATE: October 27, 2015

SUBJECT: APPOINTMENTS TO THE MAYOR'S COMMITTEE ON PERSONS WITH DISABILITIES

Per action taken by the Legislative and Intergovernmental Affairs Committee at their October 20, 2015, meeting Chairman Shingleton is bringing forward the following appointment for your consideration:

- Ms. Elizabeth Kiefer to Place 3 – representing a Fort Worth Citizen position, with a term expiring September 30, 2017.
- Mr. Alexander Thieroff to Place 8 – representing the Special Olympics Texas, with a term expiring September 30, 2016
- Ms. Jackie Barnd to Place 10 – representing a Fort Worth Citizen position, with a term expiring September 30, 2016.
- Ms. Crystal Landrum to Place 12 – representing a Fort Worth Citizen position, with a term to expire September 30, 2016.
- Mr. Sandarrajan Sankar to Place 14 – representing a Fort Worth Citizen position, with a term expiring September 30, 2016.

The following reappointments are provided for your consideration. Terms will expire on dates indicated below.

- Ms. Heather Griffith to Place 1 – representing a Fort Worth Citizen position, with a term to expire September 30, 2017.
- Ms. Sherley Spears to Place 5 – representing a Fort Worth Citizen position, with a term to expire September 30, 2017.
- Mr. Carlos Walker to Place 7 – representing a Fort Worth Citizen position, with a term to expire September 30, 2017.

The applications and resumes, as provided, are attached as a matter of information.

City Secretary's Office

City of Fort Worth ★ 1000 Throckmorton Street ★ Fort Worth, Texas 76102

(817) 392-6150 ★ FAX (817) 392-6196



TO: Honorable City Council Members

FROM: Betsy Price, Mayor *BP*

DATE: October 27, 2015

SUBJECT: Board Appointment

I request your consideration to appoint the following as outlined below:

Park & Recreation Advisory Board

- Mr. Matthew P. Dufrene to Place 1, with a term expiring October 1, 2017

The application was sent to each Council Member by separate electronic communication for review and the original copy will be maintained by the City Secretary's Office.



TO: Honorable City Council Members

FROM: Betsy Price, Mayor 

DATE: October 27, 2015

SUBJECT: Commission Appointment

I request your consideration to appoint the following as outlined below:

Urban Design Commission

- Mr. Bob Adams to Place 1, with a term expiring October 1, 2017

The application was sent to each Council Member by separate electronic communication for review and the original copy will be maintained by the City Secretary's Office.

To the Mayor and Members of the City Council

October 27, 2015

Page 1 of 11

**SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS****Background**

It is the policy of the City that the administration of cash and investments be handled in a manner that promotes public trust. Investments shall be made in a manner which will provide the maximum security of principal while meeting the daily cash flow needs of the City. The City's Investment Policy defines the parameters within which funds are to be managed and outlines reasonable standards for our investment operations.

The purpose of the Policy is to set specific investment activities and strategy guidelines. The Policy formalizes the framework for the City's investment activities that must be exercised to ensure effective and judicious fiscal and investment management of its funds. The guidelines are intended to be broad enough to allow the Chief Financial Officer / Investment Officer to function properly within the parameters of responsibility and authority, yet specific enough to adequately safeguard the investment assets.

Standards and State Law

All investment activities are conducted in full compliance with applicable City ordinances as well as state and federal regulations. Specific statutory regulations for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code.

Collateral requirements are established in Texas by the Public Funds Collateral Act, Chapter 2257, Texas Government Code, for all public Texas funds deposits. In accordance with this law, the City's financial institutions must collateralize deposits at 102% of market value.

Furthermore, such activities shall be designed to adhere to guidelines, standards, and practices promulgated by such professional organizations as the American Institute of Certified Public Accountants (AICPA), the Governmental Accounting Standards Board (GASB), and the Government Finance Officers Association (GFOA), whenever practicable.

The City oversees and /or manages three investment portfolios including:

1. Operating Portfolio
2. Other Post Employee Benefit Portfolio (OPEB)
3. Gas Well Trust.

The City's retirement trust is administered by the Fort Worth Employees Retirement Fund Board.

Details for each of these specific and individual portfolios are more fully discussed below.

To the Mayor and Members of the City Council**October 27, 2015**

Page 2 of 11

**SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS****Operating Investment Policy, Objectives and Strategy**

The policy states that the City shall manage and invest its assets with four major objectives, listed in order of priority:

1. Safety;
2. Liquidity;
3. Diversification; and
4. Yield.

Safety of the principal is the primary objective within this portfolio. All investments are managed in a manner responsive to maintaining the public's trust. Except for restricted or special funds, the City maintains a Consolidated Portfolio in which its funds are pooled for investment purposes to maximize investment earnings and to increase investment efficiencies with regard to pricing, safekeeping, and administration. Operating within appropriately established administrative and procedural parameters, the City balances the preservation of principal while balancing investment returns, while simultaneously controlling our related investment expenses.

The investment strategy incorporates the specific investment considerations and the unique characteristics of the fund groups represented in the portfolio. The City shall pursue a proactive portfolio management strategy by placing assets in high credit quality investments. Securities lending is used to add incremental income. The strategies utilize competitive bidding practices and other controls as established by this Policy for all transactions.

At all times the City maintains a cash buffer to meet daily anticipated liquidity requirements and maintains an approximate 10% of the portfolio in liquid investments. Based on historic cash flow analysis, the City does not exceed a weighted average maturity (WAM) of two and one-half years for the portfolio as a whole, and no security exceeds a maximum stated maturity of five years.

Investment earnings are allocated to the various funds based on each individual fund's pro rata participation in the portfolio and in accordance with generally accepted accounting principles.

Securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The Investment Advisor continuously monitors the contents of the portfolio, the available markets, and the relative value of competing instruments to adjust the portfolio in response to market conditions.

Delegation of Authority – Operating Investments

Financial Management Policy Statements (FMPS) were initially adopted by the City Council on January 15, 1994 (M&C G11199). By law, the City Council retains ultimate fiduciary responsibility for the portfolio. The Council is required to receive quarterly reports and annually review and

To the Mayor and Members of the City Council

October 27, 2015

Page 3 of 11

**SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS**

adopt the Investment Policy and Strategy. The FMPS is periodically updated with revisions and refinements as deemed necessary. On September 15, 2015 the City Council adopted the most recent version of the FMPS for the Fiscal Year 2016 (M&C G18552), which met the annual requirement to complete a review and update.

In adopting the FMPS, the City Council continued the practice of using an Investment Committee to provide guidance to the Investment Advisor and maintain compliance over the portfolio. In accordance with the Act, the City Council delegated to the Committee authority to approve the annual broker/dealer list and to authorize organizations to provide the training required under state law. No other authority is transferred to the Committee. The Committee meets quarterly to review and approve the investment portfolio position, to review portfolio performance, and to discuss investment strategies. This Committee will annually review the Investment Policy and recommend possible changes to the City Council.

The Committee is comprised of the Chief Financial Officer/Finance Director, the Assistant Finance Directors, the Assistant Treasurer, the Investment Advisor (Patterson & Associates), a member of the Legal department, a member of the Water department, and other appropriate personnel as chosen by the Committee.

The City engages the services of a SEC-registered Investment Advisor, (Patterson & Associates) to assist in the management of the investment portfolio. They are paid \$60,000 per year for their services and the contract is renewed annually in July. The Investment Advisor is not granted total discretion in the management of funds; rather, they have been granted limited discretion to purchase and sell investment securities in accordance with the Investment Policy and state law.

Authorized Investments under State Law – Operating Portfolio

The City shall invest only in those investments authorized below.

1. Direct obligations of the United States Treasury with a maximum stated maturity of five (5) years.
2. Obligations of United States government agencies and instrumentalities, including mortgage backed securities and collateralized mortgage obligations (CMO) which pass the Federal Reserve's *bank* test, with a maximum maturity of five (5) years.
3. FDIC insured and/or collateralized depository certificates of deposit from banks in Texas, with a maximum maturity of three (3) years.
4. Commercial paper rated A1/P1 or equivalent by two nationally recognized rating agencies, with a maximum maturity of ninety (90) days.

To the Mayor and Members of the City Council

October 27, 2015

Page 4 of 11



SUBJECT: OVERVIEW OF THE CITY’S INVESTMENT PORTFOLIOS

5. AAA or equivalent rated, constant dollar, Texas local government investment pools as defined by the Act.
6. AAA-rated, SEC-registered money market mutual funds.
7. FDIC insured brokered certificates of deposit securities from a bank in any US state, delivered versus payment to the City’s safekeeping agent, not to exceed one year to maturity. Before purchase, the Investment Officer(s) or Investment Advisor must verify the FDIC status of the bank on www.fdic.gov to ensure that the bank is FDIC insured.

General Portfolio – Operating Investments

As of September 30, 2015, the operating portfolio consisted of a total asset allocation of \$906,644,572.37. Of that allocation, investments with agencies make up 37.58%, money market accounts make up 11.56%, US treasuries make up 38.42%, and the remaining 12.44% is held in municipal bonds.

The City’s performance benchmark is the 12 month moving average of the yield of the 1-year Treasury bill. The City has consistently outperformed the benchmark as identified in the chart below.

	4Q 13-14	1Q 14-15	2Q 14-15	3Q 14-15	FY to Date
Fort Worth	0.64	0.63	0.62	0.64	0.62
1 Yr T-Bill	0.10	0.21	0.21	0.33	0.248
2 Yr T-Note	0.51	0.64	0.58	0.64	0.64

Other Post-Employment Benefits (OPEB) Investments

With the implementation of Government Accounting Standards Board Statement 45 (GASB 45), the City began planning and accounting for its Other Post-Employment Benefits (OPEB), which includes the City’s retiree healthcare and death related benefits.

In October 2006, the City’s unfunded actuarial accrued liability for OPEB was first identified. To begin addressing this liability, on September 17, 2008, the City Council adopted Ordinance No. 18287-09-2008 providing that the City will not contribute to the cost of post-retirement health benefits for employees hired on or after January 1, 2009, or their dependents.

On August 18, 2009, the City Council approved an Other Post-Employment Benefits (OPEB) Trust as part of the City’s program of benefits in order to provide a contributing funding source for retiree healthcare benefits (M&C C-23730). After an initial installment in Fiscal Year 2009,

To the Mayor and Members of the City Council

October 27, 2015

Page 5 of 11



SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS

the City adopted a 20-year funding strategy with Resolution No. 3921-09-2010 on September 21, 2010. On September 24, 2013, the City Council approved Resolution No. 4247-09-2013 to further revise this funding strategy, modifying the overall funding target and extending the funding period to allow for more manageable annual contributions from operating budgets beginning in Fiscal Year 2014.

On June 2, 2015 the adopted funding strategy for OPEB was revised (M&C G-18494.) In particular, Resolution No. 4464-06-2015 discontinued future contributions to the OPEB Trust from the City's annual operating budgets and designates net position (fund balance) in the Group Health and Life Insurance Fund for transfer to the OPEB trust when the fund's net position exceeds its reserve requirements and when approved by the Mayor and Council. In addition, Staff is required to include options in each year's proposed budget for the required annual pay-as-you-go amount for retiree health benefits. Staff is also charged with continuing to monitor the City's Unfunded Accrued Actuarial Liability (UAAL) for retiree healthcare and to report the UAAL to the City Council at least annually. M&C G-18494 also appropriated the excess reserves in the Group Health and Life Insurance Fund for transfer to the OPEB Trust and authorized the transfer. Because the money in this fund was intended to be used for healthcare, Staff recommended that the \$10,632,231 in the fund that is in excess of the newly adopted reserve requirement be appropriated and transferred to the OPEB Trust, which is limited to healthcare expenditures.

Public Agency Requirement Services (PARS) acts as the Trust Administrator and Consultant. Their duties involve recordkeeping, actuarial coordination, monitoring contributions, processing disbursements, monitoring compliance, and providing ongoing client liaison services. U.S. Bank, as the Trustee, safeguards the plans assets, provides oversight protection, and is the custodian of assets. In turn, U.S. Bank delegates investment authority to HighMark Capital Management, a SEC registered investment advisor. Highmark is authorized to purchase, sell, exchange, invest, reinvest and manage designated assets based upon the parameters established for the Trust by the City.

The City pays PARS an annual fee from Plan assets based on the following schedule:

<u>For Plan Assets from:</u>	<u>Annual Rate:</u>
\$0 to \$10,000,000	.25 bps
\$10,000,001 to \$15,000,000	.20 bps
\$15,000,001 to \$50,000,000	.15 bps
\$50,000,001 to above	.10 bps

To the Mayor and Members of the City Council

October 27, 2015

Page 6 of 11



SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS

OPEB Investment Goals & Objectives

The goal of the Plan's investment program is to generate adequate long-term returns that, when combined with contributions, will result in sufficient assets to pay the present and future obligations of the Plan. The Plan should earn, on a long-term average basis, a rate of return equal to or in excess of the target rate of return of 4.10%. The Plan should also seek to earn a return in excess of its policy benchmark over the long-term. Lastly, the Plan's assets will be managed on a total return basis which takes into consideration both investment income and capital appreciation. To achieve these objectives, assets are allocated with a strategic, long-term perspective of the capital markets.

The investment strategy selected by the City is entitled Moderately Conservative, which seeks to provide current income and moderate capital appreciation. The asset allocation ranges for this objective are: 0-20% Cash, 50%-80% Fixed Income, and 20%-40% Equity. The major portions of the assets are committed to income-producing securities. The current allocation is: 5% Cash, 65% Fixed Income and 30% Equity. Investment return data for the trust is provided below:

Sector	3 Months	Year to Date (9 Months)	1 Year	3 Years	Inception to Date (5 Years)
Cash Equivalents	.01	.02	.02	.02	.02
<i>iMoneyNet, Inc. Taxable</i>	.01	.01	.02	.02	.02
Total Fixed Income	.89	.75	2.04	1.57	2.70
<i>BC US Aggregate Bd Index</i>	1.23	1.13	2.94	1.71	3.10
Total Equities	-9.03	-6.69	-4.03	9.38	10.15
Large Cap Funds	-7.01	-6.00	-1.45	12.00	12.98
<i>S&P 500 Composite Index</i>	-6.44	-5.29	-.61	12.40	13.34
Mid Cap Funds	-8.08	-5.98	-.39	13.72	13.15
<i>Russell Midcap Index</i>	-8.01	-5.84	-.25	13.91	13.40
Small Cap Funds	-11.64	-7.86	1.27	12.10	13.51
<i>Russell 2000 Index</i>	-11.92	-7.73	1.25	11.02	11.73
International Equities	-11.53	-7.31	-11.51	.91	.57
<i>MSCI EAFE Index</i>	-10.23	-5.28	-8.66	5.63	3.98
<i>MSCI EM Free Index</i>	-17.90	-15.47	-19.28	-5.27	-3.58
Total Managed Portfolio	-1.97	-1.25	.48	3.81	4.82
Total Account Net of Fees	-2.00	-1.37	.32	3.62	4.60

Portfolio - OPEB Investments

The initial contribution in September 2009 was \$5,000,000. Additional contributions were made in the amount of \$44,785,724 resulting in total contributions in the amount of \$49,785,724. There have been no disbursements and the account balance as of September 30, 2015 is \$66,028,968.

To the Mayor and Members of the City Council**October 27, 2015**

Page 7 of 11

**SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS****Gas Well Trust / Fort Worth Permanent Fund Policy, Objectives and Strategy**

The City Council has designated that certain funds obtained from mineral rights owned by the City be placed in a trust for benefit of the City, with such trust to be known as the Fort Worth Permanent Fund. Those funds that have been obtained from mineral rights but not designated as part of the Permanent Fund will be managed as part of the City portfolio under the City Investment Policy addressed earlier in this document.

The Fort Worth Permanent Fund Investment Policy and Strategy sets specific investment and strategy guidelines for funds placed in the Permanent Fund, and establish controls to ensure effective and judicious fiscal and investment management. The guidelines are intended to be broad enough to allow active investment within the Policy parameters yet specific enough to adequately safeguard the assets.

All Permanent Fund investment activities are conducted in full compliance with applicable City ordinances as well as state and federal regulations. Statutory regulations generally applicable to the investment of public funds in Texas are found in the Public Funds Investment Act, (Chapter 2256, Texas Government Code) with a specific provision applicable solely to municipal funds from management and development of mineral rights found in Sec. 2256.0202 of the Act, which incorporates by reference The Texas Trust Code (Subtitle B, Title 9, Property Code). All investments of monies in the Permanent Fund are made in accordance with these statutes and this more restrictive Policy. As previously mentioned, collateral requirements are established in Texas by the Public Funds Collateral Act, (Chapter 2257, Texas Government Code.)

The City manages and invests its assets in the Gas Well Trust with four major objectives, listed in order of priority:

1. Safety;
2. Liquidity;
3. Diversification; and
4. Yield.

Safety of principal is the foremost objective of the City's overall investment program, and safety of principal is an objective with respect to the investment of the Permanent Fund as well. Investment transactions and strategies address and consider the preservation of capital and minimization of capital loss as well as growth. Liquidity is not critical in the Permanent Fund because these funds are not to be used for ongoing operational liabilities. Diversification in the portfolio structure is intended to further protect the Permanent Fund from over-concentration.

Contributions to The Permanent Fund are invested in designated sub-accounts. These sub-accounts include: The Aviation Endowment Gas Lease Fund, The Nature Center Endowment

To the Mayor and Members of the City Council**October 27, 2015**

Page 8 of 11

**SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS**

Gas Lease Fund, The Park System Endowment Gas Lease Fund (restricted and unrestricted), and The Water and Sewer Endowment Gas Lease Fund.

Strategies shall utilize competitive bidding where appropriate and other controls as established for all transactions pursuant to the terms of the Trust. Securities may be sold or traded if an opportunity exists to benefit from the transaction. Trades must be documented. The Trustee will continuously monitor the contents of the portfolio, the available markets, and the relative value of competing instruments to adjust the portfolio in response to market conditions.

The Fort Worth Permanent Fund Investment Policy and Strategy is reviewed by the Investment Committee and adopted by the City Council at least annually. September 15, 2015 City Council adopted the Permanent Fund Investment Policy and Strategy (M&C G18552) for Fiscal Year 2016.

Delegation of Authority and Responsibilities - Fort Worth Permanent Fund

City Council

By law, the City Council retains ultimate fiduciary responsibility for the Permanent Fund regardless of management assignment. The Council receives quarterly reports and annually reviews and adopts the Policy. The Investment Committee designated by Council is responsible for reviewing and authorizing all broker/dealers. The same Investment Committee who oversees the operating portfolio provides oversight to the Fort Worth Permanent Fund.

The Chief Financial Officer is responsible for monitoring the portfolio and reports submitted by the Trustee.

Trustee

The Trustee, Wells Fargo, is responsible for monitoring and controlling the portfolio in accordance with the terms of the Trust Agreement. Each Trustee serves a five year term. The Trustee may continue to serve for additional periods by mutual written agreement of the Parties. The Trustee, with approval of the City, may engage the services of a SEC-registered Investment Adviser (registered under the Investment Advisers Act of 1940) or a National Bank exempt from registration to provide the investment management of the Permanent Fund in a manner consistent with the Policy. The Trustee and the selected Investment Adviser or National Bank may be affiliated. The Trustee shall provide timely monthly and quarterly reports to the Chief Financial Officer and Investment Committee in accordance with the Act and establish internal procedures and controls for the investment process and financial counter-parties.

To the Mayor and Members of the City Council

October 27, 2015

Page 9 of 11

**SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS****Investment Committee**

The City's Investment Committee performs a strategy and performance review at least semi-annually. The Committee will review and act on any potential need for refinement or revision of the Permanent Fund's policies or strategies. Annually the Committee approves all broker/dealers in accordance with the Act.

Authorized Investments - Fort Worth Permanent Fund

1. Obligations of the United States Government, its agencies and instrumentalities including mortgage backed securities and collateralized mortgage obligations (CMO) which pass the Federal Reserve's "bank test," with a maximum stated maturity of twenty (20) years.
2. FDIC insured and/or collateralized depository certificates of deposit from banks in Texas, with a maximum maturity of three (3) years.
3. Commercial paper rated A1/P1 or equivalent by two nationally recognized rating agencies, with a maximum maturity of 90 days.
4. AAA or equivalent rated constant dollar, Texas local government investment pools as defined by the Act.
5. AAA-rated SEC-registered money market mutual funds.
6. Debt obligations of any state or political subdivision of any US state, rated A or better with a stated maturity not to exceed ten (10) years.
7. Fully collateralized, direct repurchase agreements executed through a primary government securities dealer, with a maximum maturity of one (1) year. A Bond Market Association Master Repurchase Agreement, 102% margin, and independent third party safekeeping are required. (See section IX)
8. Banker's acceptances with a maximum maturity of 120 days accepted by a US registered bank with a short term rating of not less than A1/P1 by two nationally recognized rating agencies.
9. Domestic bond mutual funds with a maximum weighted average maturity of ten (10) years with a Morningstar rating of at least two stars.
10. International bond mutual funds with a maximum weighted average maturity of fifteen (15) years with a Morningstar rating of at least two stars.
11. Domestic or international equity and preferred stock mutual funds with a Morningstar rating of at least two stars.

To the Mayor and Members of the City Council**October 27, 2015**

Page 10 of 11

**SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS**

12. US or international stocks.
13. Real assets, including real estate, commodities and real estate investment trusts (REITS).
14. Complementary strategies to include hedge funds.
15. Corporate and asset backed securities rated A or better with a stated maturity not to exceed ten (10) years.

Diversification - Fort Worth Permanent Fund

The City as beneficial owner of the Permanent Fund recognizes that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification.

The City's target diversification is 39% in Cash and Cash Equivalents, 37% in Equities, 12% in Real Assets, and 12% in Complementary Strategies. The City's actual diversification is right in line with the target percentages with 36% in Cash and Cash Equivalents, 41% in Equities, 10% in Real Assets, and 13% in Complementary Strategies.

Portfolio - Fort Worth Permanent Fund

The benchmarks for risk measurement and performance of the Permanent Fund portfolio will be divided among the asset classes as outlined below.

- The benchmark for the fixed income portion shall be the Barclays' Five Year Index for the comparable period.
- The benchmark for the equity portion shall be a total return equal to a composite of the total return of S&P 500 for stocks and the EAFE for international investments comparable to the then-current makeup of the portfolio for the comparable period.
- The benchmark for the real assets portion shall be the FTSE NAREIT All Equity REIT Index for the comparable period.
- The benchmark for the commodities portion shall be the Dow Jones UBS Commodities Index for the comparable period.
- The benchmark for the complementary strategies portion shall be the HFRX Global Hedge Fund Index for the comparable period.

To the Mayor and Members of the City Council

October 27, 2015

Page 11 of 11



SUBJECT: OVERVIEW OF THE CITY'S INVESTMENT PORTFOLIOS

The beginning year to date value of the Fort Worth Permanent Fund portfolio was \$57,078,595. There were net contributions of \$2,563,904 and an investment loss of \$2,302,657 leading to a year to date ending value of \$57,339,843. Since inception, the portfolio had a beginning value of \$35,832,362. The net contributions are \$20,787,382 with an investment gain of \$720,099. The ending value as of September 30, 2015 was \$57,339,843. The portfolio's performance is outlined below:

PORTFOLIO SUMMARY	LAST 3 MONTHS	YEAR TO DATE	LAST 12 MONTHS	SINCE INCEPTION
Beginning Value ¹	60,191,075	57,078,595	51,168,198	35,832,362
Net Contributions & Withdrawals ²	0	2,563,904	7,818,636	20,787,382
Investment Gain or Loss ³	-2,851,232	-2,302,657	-1,646,991	720,099
Ending Value ¹	57,339,843	57,339,843	57,339,843	57,339,843

PERFORMANCE SUMMARY	ENDING MARKET VALUE ¹	CURRENT PORTFOLIO ALLOCATION	LAST 3 MONTHS	YEAR TO DATE	LAST 12 MONTHS	SINCE INCEPTION ²
TOTAL PORTFOLIO (Net of fees)	57,339,843	100.00%	-4.74%	-3.79%	-2.50%	1.40%
<i>Balanced Wealth Blend-Total⁴</i>			-5.42%	-4.33%	-3.25%	3.41%
FIXED INCOME	17,165,546	29.94%	-0.11%	0.58%	0.51%	1.35%
<i>Barclays 1-5 Year Govt/Credit</i>			0.60%	1.55%	1.97%	1.67%
EQUITIES	23,536,487	41.05%	-9.47%	-6.52%	-5.30%	5.34%
<i>Standard & Poor's 500 Stock Index</i>			-6.43%	-5.27%	-0.62%	10.51%
<i>MSCI EAFE Gross Index</i>			-10.19%	-4.91%	-8.27%	3.14%
REAL ASSETS	5,837,881	10.18%	-2.72%	-5.98%	0.28%	2.30%
<i>FTSE NAREIT All Equity REIT Index</i>			0.99%	-4.51%	7.84%	7.98%
<i>Bloomberg Commodity Total Return Index</i>			-14.47%	-15.80%	-25.99%	-14.33%
COMPLEMENTARY STRATEGIES	7,263,447	12.67%	-3.44%	-1.41%	0.07%	1.59%⁵
<i>HFRX Global Hedge Fund Index</i>			-4.27%	-3.05%	-4.74%	-0.13%
CASH & EQUIVALENTS	3,536,482	6.17%	0.00%	0.00%	0.00%	0.00%
<i>Lipper Money Market Index</i>			0.00%	0.01%	0.01%	0.01%

If you have any questions, please call Aaron Bovos, Chief Financial Officer, at 817-392-8517.

David Cooke
City Manager

To the Mayor and Members of the City Council**October 27, 2015**

Page 1 of 1

**SUBJECT: POTHoles ON PRIVATE PARKING LOTS****Issue:**

City Council requested an update on the City's policy for addressing potholes on private parking lots.

Summary:

Zoning and development ordinances do not specifically address the maintenance of private parking lots. The closest reference is section 6.202 of the Zoning Ordinance that states "Minimum required parking spaces must be hard-surfaced and dust free...All parking must be, at a minimum, on a compacted gravel base."

However, there are two scenarios where staff can use other ordinances to address these issues:

1. Section 503.2.3 of the Fire Code states "Fire lanes shall be designed and maintained to support a twelve thousand five hundred (12,500) pound wheel loading. The surface shall be designed to provide all-weather driving capability and constructed of asphalt or concrete, unless otherwise approved by the fire code official."
2. When potholes have pooling water that could be a breeding pool for mosquitos we can require that they be drained or filled. Most of the time they are filled.

When potholes are not in a fire lane or create a breeding pool, the Code Compliance Department has been somewhat successful in getting property owners to voluntarily repair them based on the arguments of liability and economic impact. For example, one of the lots that may have created this Council inquiry is being repaired by the property owner.

Potential Changes: There are two points of view that staff is considering as we examine changes to regulations related to maintenance of private parking lots. On one hand, it is very easy to say that these occur on private property and therefore the City should not regulate them, e.g., let economics and customer complaints drive the maintenance considerations. On the other hand, staff is frequently asked to engage on this issue and having a clear policy or ordinance would both reduce the impact on staff and set a clear expectation for property owners. Staff researched this issue and conducted public meetings on potential ordinance solutions several years ago, but the project was tabled due to the recession. Overall, there was favorable support for an ordinance that required filling potholes to address hazards.

Staff is currently working on ordinance revisions to address litter that blows off of private property, including parking lots. We are working with the Chamber of Commerce and others on ways to positively influence change and how to enact an ordinance that would hold violators accountable without impacting those that do a good job. As we move from development of these ordinances to holding public meetings, we will include parking lot maintenance and bring back a comprehensive report.

**David Cooke
City Manager**

To the Mayor and Members of the City Council**October 27, 2015**

Page 1 of 1

**SUBJECT: TEXAS ENTERPRISE ZONE NOMINATION FOR UNITED PARCEL SERVICE, INC.**

The City Council of the City of Fort Worth (City) has previously passed Ordinance No. 15733 electing to participate in the Texas Enterprise Zone Program. On May 12, 2015 the City Council adopted Ordinance No. 21743-05-2015, amending Ordinance No. 15733 by adding additional potential local incentives that could be made available to qualified businesses under the Texas Enterprise Zone Program. The Office of the Governor Economic Development and Tourism through the Economic Development Bank will consider United Parcel Service, Inc. (UPS) as an enterprise project pursuant to a nomination and an application made by the City.

The Texas Enterprise Zone Program is an economic development tool for local communities to partner with the State of Texas to promote job creation and capital investment in economically distressed areas of the State. An enterprise project is defined as a business that is nominated by a municipality or county and then approved for state benefits. Designated projects are eligible to apply for state sales and use tax refunds on qualified expenditures. The level and amount of refund is related to the capital investment and jobs created at the qualified business site.

UPS qualifies for a single Enterprise Project Designation with a projected capital investment of \$45,000,000 for the expansion of UPS' Hub operations at the existing site located at 13700 Independence Parkway. The company will retain its current workforce of 803 total employees and create an additional 25 full-time jobs as a part of the overall project. UPS will submit 321 full-time jobs with an annual payroll of \$1,965,534.95 as qualified employment for the designation. The single project designation allows for a state sales and use tax refund on qualified expenditures of \$2,500 per job, for up to 500 jobs, with a maximum benefit of \$1.25 million over a five year period.

Under the Texas Enterprise Zone Act at least thirty-five percent (35%) of the business's new and retained employees must be residents of an enterprise zone or classified as economically disadvantaged individuals. In addition, the jobs will be provided through the end of the designation period or at least three years after the date on which a state benefit is received, whichever is later.

Staff will place an M&C for City Council consideration on the November 3, 2015 agenda nominating United Parcel Service, Inc. as an Enterprise Zone Project pursuant to the Texas Enterprise Zone Program. Submittal and approval of this application for State benefits will have no fiscal impact to the City's general fund.

If you have any questions concerning this information, please contact Robert Sturns, Interim Economic Development Director at 817-212-2663 or robert.sturns@fortworthtexas.gov.

**David Cooke
City Manager**

CITY OF FORT WORTH, TEXAS



COUNCIL PROPOSAL

Date: 10/27/15	File Number: 306	Subject: Waiver of Site Reservation, Facility Amenity, Sales and Administration Fees for the October 31, 2015 Second Annual Snowball Express 5k Run/Walk in Trinity Park, Fort Worth	
Proposed By: Council Member Zim Zimmerman and Jungus Jordan		City Manager's Review:	Page:
		City Attorney's Review:	PAGE 1 OF 1

It is proposed that the City Council approve a waiver of the site reservation, facility amenity, sales and admission fees (\$120.00) for the October 31, 2015 Second Annual Snowball Express 5k Run/Walk in Trinity Park, Fort Worth.

DISCUSSION:

Since 2006, the mission of Snowball Express is to provide hope and new happy memories to the children of military fallen heroes who have died while on active duty since 9/11. Children are brought together from all over the world for a four-day experience in December. This 5k Run/Walk in Trinity Park is a way to raise funds for the nonprofit organization. All proceeds from the event will benefit the mission in supporting the children of fallen military heroes coming to the DFW area in December.

The City of Fort Worth has a long military history as home to the Joint Naval Air Station which continues to connect Fort Worth to its military heritage. This event serves a public purpose by furthering this tradition by supporting troops that serve our country and keep our community safe. All activities for the 5k Run/Walk will be in compliance with the City's rules and regulations which put in place adequate controls to carry out such public purpose.

LEGALITY:

The Department of Law finds that this proposal is legal and that is within the authority of the City Council.

FISCAL NOTE:

The Finance Director certifies that the approval of this Council Proposal will not require the appropriation of additional funds at this time.

CITY MANAGER'S COMMENT:

The City Manager has no objection to the proposed waiver of fee.

PROPOSED BY:

Zim Zimmerman
Council Member

Jungus Jordan
Council Member

- LEGALITY
- FISCAL NOTE
- CITY MANAGER'S COMMENTS
- CITY POLICIES MANUAL

A Resolution

NO. _____

ENDORISING THE EDUCATIONAL ALIGNMENT FOR YOUNG CHILDREN'S STRATEGIC PLAN

WHEREAS, the National League of Cities has charged the Educational Alignment for Young Children (EAYC) with creating a Strategic Plan that would result in strong, interconnected childhood education systems focusing on children from birth through eight years old; and

WHEREAS, Fort Worth is home to many high quality preschool programs; and

WHEREAS, it is desirable to promote the healthy development and education of children to increase the likelihood that they will achieve educational success by the end of third grade; and

WHEREAS, in 2013, the EAYC initiative in Fort Worth originated from a cooperative effort between the National League of Cities and the City of Fort Worth; and

WHEREAS, the EAYC's Working Group studied strategies for change and identified those strategies that might benefit the City of Fort Worth; and

WHEREAS, the EAYC has created a Strategic Plan entitled "A Plan for the Next 1,000 Days," which includes plans for improving in the areas of assessment and data sharing, professional development, family engagement, and governance; and

WHEREAS, the EAYC's Strategic Plan will guide efforts to improve the lives of young children and their families; and

WHEREAS, these goals are consistent with the City of Fort Worth's ongoing commitment to early education; and

WHEREAS, these efforts are supported by a coalition of early learning professionals representing more than 20 organizations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS, THAT:

1. The City of Fort Worth hereby endorses the EAYC's Strategic Plan, "A Plan for the Next 1,000 Days"; and
2. The City Manager is directed to implement any measures necessary to support the goals contained in the EAYC's Strategic Plan.



Adopted this _____ day of _____ 2015.

ATTEST:

By: _____

Mary Kayser, City Secretary

Attachment



A PLAN *for the next* ONE THOUSAND DAYS



EDUCATIONAL ALIGNMENT FOR YOUNG CHILDREN



March 2015

Special thanks to the National League of Cities, Fort Worth Library and Community Foundation of North Texas for their inspiration, support and leadership.

**MEMBERS OF THE EDUCATIONAL ALIGNMENT
FOR YOUNG CHILDREN WORKING GROUP**

A B Christian Learning Center	Linda's Little Stars Daycare
Camp Fire First Texas	The Parenting Center
Catholic Charities	SPARC
Child Care Associates	Tarrant County Public Health Department
Children's Learning Institute	Texas A&M AgriLife Extension
City of Fort Worth	Texas Association for Infant Mental Health
ECl of North Central Texas	Texas Department of Family and Protective Services
Educational First Steps	Texas Licensed Child Care Association
Fatherhood Coalition	TCU College of Education
Fort Worth Chamber of Commerce	United Community Centers
Fort Worth Independent School District	United Way of Tarrant County
Fort Worth Library	University of Texas Health Science Center
JPS Health Network	Workforce Solutions of Tarrant County
Kinderplatz	YMCA of Metropolitan Fort Worth



BACKGROUND

Informed by infant brain research, concerns about kindergarten readiness, and the importance of reading well by grade three, much has been going on nationally, statewide, and locally to foster strategies directed toward success in school and in life for children ages birth to 8. However, these various strategies are largely uncoordinated on the ground. Even when some coordination exists, for example in place-based work, it is rarely aligned longitudinally through the *systems* – family and neighborhood, community-based child care (including Early Head Start), pre-kindergarten (including Head Start), kindergarten, and the early grades of elementary school. By alignment, we mean connected intentionally across the age range so that what happens in one system is linked to what happens in the next system progressively, as children learn and grow.

The word *system*, at least until kindergarten and elementary school, is a misnomer since families and neighborhoods, including the faith-based community, communicate informally; community-based child care programs, while regulated by the state to ensure minimum levels of care, do not routinely operate in relation to each other; and pre-kindergarten programs, divided now between school districts and community programs, are still exploring their relationship.

Dr. Neil Halfon at the University of California at Los Angeles has called this disconnect a vortex of missed opportunities to bring cohesion to the work of raising children who can be successful in school and in life. We think of the design of hoped-for cohesion and interconnectedness as something that not only adds value to the education of young children but something that creates value. This thinking gets us closer to the space where design functions to help people move through systems and deal with change. This is positive change that can be fostered where human challenges, technology, and methodology come together strategically to create alternative processes, inspiration and uplift. Simply put, the whole is greater than the sum of its parts.

The National League of Cities (NLC) is on the leading edge of the movement to improve the lives of young children and their families because the vitality of our communities depends on it. NLC's Educational Alignment Initiative began in 2012 with a close look at five cities (Boston, MA; Hartford, CT; San Antonio, TX; San Jose, CA; and Seattle, WA). Supported by the W.K. Kellogg and the Annie E. Casey Foundations, the Initiative provides technical assistance to municipal leadership, resting on the conviction that cities and city leaders represent a largely untapped resource for informing state and federal efforts to create strong, interconnected early childhood systems. In October 2013, additional participating cities were selected based on their potential to benefit from technical assistance and evidence of strong city-school partnerships. Participating cities include Fort Worth and Austin, TX; Hartford, CT; Longmont, CO; Richmond, VA; and Rochester, NY.

Fort Worth's Mayor Betsy Price asked City Councilwoman Kelly Allen Gray to serve as liaison between the library and the Council, providing support, input and feedback for the Alignment Project. A collaboration of local entities was organized as a Working Group to steer the new Educational Alignment for Young Children (EAYC) project and a Leadership Team of key stakeholders assumed responsibility for strategy development. In April 2014, the Community Foundation of North Texas demonstrated its support for the initiative by awarding EAYC a toolbox grant to fund coordination by a facilitator with a background in early learning.

INTRODUCTION

This document presents the work of the first 365 days of NLC's technical assistance to Fort Worth, TX, for the Alignment Project. It represents 27 local organizations and public institutions (18 of which are core members) who first grasped the importance of turning the vortex of missed opportunities into clearly linked strategies to align the human (family and neighborhood engagement), technological (assessment and data sharing), and instrumental (professional development) factors and to prepare cogent plans.

The reader will find in these pages information that makes the case for moving from a fragmented landscape to one that is aligned to create value for young children, their families and the institutions that serve them. Included here as well is a fresh assessment of the strengths, weaknesses, opportunities and challenges facing a sustainable cross-boundary collaboration among the founding group of EAYC's local organizations and public institutions. A strategies rubric is included for each of the three focus areas – family engagement, assessment and data sharing, professional development – and the supporting area of governance.

Tying the work together is EAYC's vision of Fort Worth's diverse communities empowering all children to succeed. EAYC's mission as a community collaboration that engages families in the healthy development of young children and improves the quality of early learning is seen as in direct support of the vision. Under the auspices of the Fort Worth Library, selected by Mayor Betsy Price as the city department from which to steer this educational alignment initiative, and a Leadership Team of professionals representing the Fort Worth Independent School District, Camp Fire Fort Worth, the Texas Association for Infant Mental Health, and the grass roots organization AB Christian Learning Center, we collectively present our plan.



A COMPELLING CASE FOR CHANGE

Leaders in the public, non-profit and business sectors of Fort Worth are concerned that too many children are entering kindergarten without the skills they need to succeed. The result is that too many children in third grade are unable to read on grade level, at a time when instead of learning to read, they should be reading to learn. According to an Annie E. Casey Foundation Kid's Count report, fewer than half of the city's children attend a high quality pre-school, and even fewer live in families where adults have access to parent education and support. While there is widespread understanding of the importance of the earliest years in a child's life, facts like these are hard to ignore:

- According to the 2010 census, 30 percent of the more than 100,000 children ages 8 and under in Fort Worth live in poverty
- FWISD reports that 83 percent of students in all grades received free and reduced price lunches during the 2012-13 school year
- The Casey Foundation reports that 39 percent of Fort Worth children ages 5 to 17 speak a language other than English at home
- FWISD reports that from kindergarten through third grade, 1,400 students were "left back" during the 2011-12 school year; 37 percent of third graders the following year did not meet passing standards for the STAAR reading test (See Appendix A)

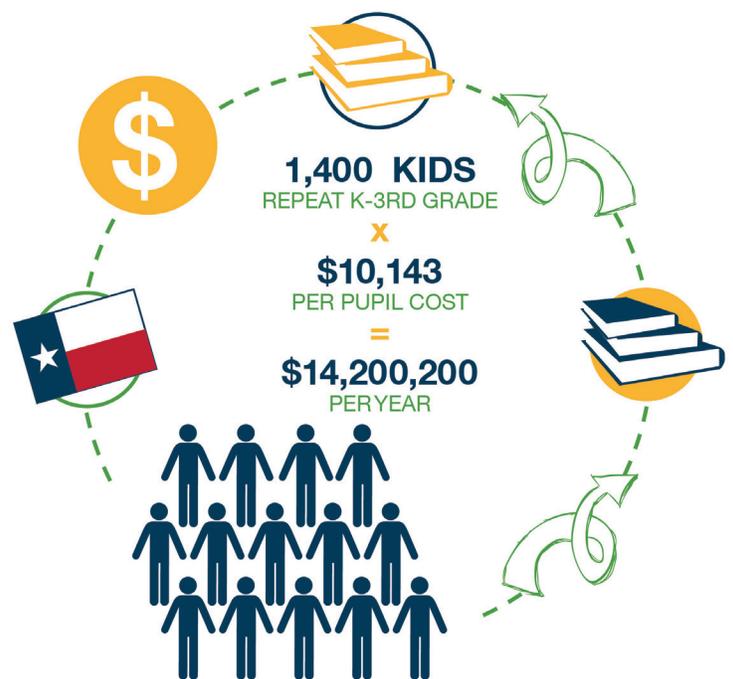
And yet, Fort Worth is home to many high quality preschool programs. FWISD has made some efforts to align assessments, standards and curricula among some of those programs and between those programs and the district. Civic leaders have convened community stakeholders to consider options for improving children's access to early education. However, many of Fort Worth's early care programs remain disconnected from these efforts and lack coordinated support. Facts like these are hard to ignore:

- There are 454 child-care programs serving children ages birth to 4.
- In 2013, more than 4,400 children enrolled in FWISD pre-kindergarten programs, 3,125 participated in Head Start, and 800 children ages 5 and under were educated in their homes by the FWISD's Parents as Teachers program.
- Of the 66 responders to a survey of community-based child care providers conducted by EAYC in 2014, 15 providers reported using self-developed assessments and nine reported that no assessments were used. (See Appendix B)

Against this backdrop of unmet needs, several recent developments at the state and local levels make this an ideal time for concerted action. Opportunities like these are hard to ignore:

- New state legislation in Texas requires a portion of federal and state child care funds be invested in quality improvement of early education at the local level
- The Texas Early Learning Council and the Texas Head Start State Collaboration Office jointly issued Core Competencies for Early Childhood practitioners and administrators which can be used as a guide for aligning standards and professional development
- The Tarrant County United Way has identified a goal to coordinate assessment of child outcomes in early learning and parent engagement countywide
- Key local funders are piloting a "promise neighborhood" approach in one high need area of the city as a way of improving outcomes for children from cradle to career.

According to the National League of Cities' Institute for Youth, Education and Families, "Researchers, practitioners and policy makers increasingly believe that a more seamless pipeline that addresses a range of academic, behavioral, health and family issues can serve young children more effectively." Technical assistance brought to Fort Worth from the NLC is helping city leaders promote the healthy development and education of children and increase the likelihood that they will achieve educational success by the end of third grade.



SITUATION ANALYSIS

Persuaded by the need for alignment of early learning programs and systems, EAYC's Working Group of 27 member organizations, 18 of which are "core" members (See Appendix C), spent nine months learning more about effective strategies for change and identifying the ones that might work best in Fort Worth. However, the question of the readiness of Working Group members to work together successfully as a sustainable collaboration remains unknown.

Individually and collectively the members shared their assessment of the strengths, weaknesses, opportunities and challenges to EAYC as a collaboration focused on making a difference for the community's children from birth to age 8. There was a high degree of consensus among the members.

The Working Group agreed that early childhood education is finally accepted by the general public and by public officials as important to a child's success in school and in life. The members are optimistic because there is strong commitment to educational alignment by many diverse organizations. In addition, the members value the focus on three discrete areas of work, and they have confidence in trusted, capable leaders within the group.

The encouragement of the Community Foundation of North Texas along with its collective of funders, the success of the December 2014 Texas Statewide Early Learning Summit in Fort Worth, and the potential for partnerships with other local education and child health initiatives all were seen as positive by the Working Group. Cautions expressed by the members centered on four concerns: the lack of visibility in the community as a whole, staffing to dedicate to the work within each member organization and staffing for the collaboration itself, and the resources needed to produce real outcomes. Whether the work will be supported by the to-be-named Superintendent of the FWISD was also mentioned.

The Working Group also explored the need to refine EAYC's organizing and governance model and the advantages and disadvantages of pursuing a pilot project in a distressed area of the city. Several members are interested in learning more about the potential usefulness of preparing a Children's Budget to reflect actual current spending from all sources for early learning in order to identify gaps where higher or shifted investments could pay dividends. The Working Group looks forward to the ongoing support and technical assistance from the NLC in addressing these issues and expressed eagerness for the connections across the state and nation that NLC might provide.



THREE DISCRETE AREAS OF WORK

Based on NLC's research on innovative thinking regarding alignment models and documented in its publication Profiles of Local Innovation, 10 areas of important and promising work were considered as being timely and relevant to Fort Worth:

- Formal partnerships or governance structures
- Access to quality early education
- School quality and organization
- Communication and data sharing
- Qualified teachers and administrators
- Alignment of standards, curricula, teaching practices and assessments
- Parent engagement and family support
- Programs to facilitate smooth transitions to school
- Public awareness of the importance of early education
- Creative funding strategies

Three areas were selected for development by three highly focused teams drawn from EAYC's Working Group. Based on our local context, these areas were somewhat re-defined and are presented below with accompanying rubrics created by the teams. These rubrics will serve as logic models throughout the project's implementation.

The **Assessment and Data Sharing Rubric** deals with assessment and data sharing to provide parents, early educators, teachers and service providers with access to common information that will improve how each supports the learning and development of the children in their care. The rubric identifies five key strategies, with its highest priority obtain and implement a data mapping system, such as the Early Development Instrument (EDI) so that a geographic map can be drawn to match child and community needs and solutions. Nine cities in Texas use this kind of mapping currently. A statewide Learning Community fosters innovation in its usefulness to solution development. A 2014 pilot project reviewing early assessment data from several Fort Worth youth-serving agencies points to the need for an aligned community-level approach to

assessment in support of school readiness (see Appendix B). The pilot found similar assessment tools but different approaches to aggregating data. These approaches are not aligned across agencies and are different from approaches used in public school.

The **Professional Development Rubric** deals with professional development in both early childhood and elementary school settings. The rubric identifies eight key strategies, some of which (for example, defining core competencies) have been partially or completely carried out during this planning year. Two high priorities are identified, one of which forms the basis of a recommended project for the next phase of EAYC's work: training on assessment selection and protocols. The survey of community based providers referred to earlier in this document demonstrates the lack of information and coordination among community based providers serving children birth to age 8. Similarly, public school teachers operating under strict state mandates for grade level proficiencies might benefit from training in the application of uniform assessments down the age range as an opportunity to pin point specific skill sets missing in students who need remediation. At the same time, focused attention will be given to establishing career ladders for these important professionals.

The **Family Engagement Rubric** deals with ways to ensure that parents are empowered to be their child's first teacher and most important advocate, and to connect families with the diverse supports that they need for a safe, healthy and economically secure household. This rubric identifies seven key strategies. Its highest priority rests on training and technical assistance for agencies and schools serving families with children from birth to third grade so that providers can move from traditional to transformational family engagement. As described by the W.K. Kellogg's National Equity Project, transformational approaches operate from a strength-based model, involve shared responsibilities with caregivers and teachers, are co-constructed by families and staff, build the capacity of each partner, adopt a continuous improvement mindset, and are integrated into the life of the program or school.

EAYC: ASSESSMENT AND DATA SHARING

OBJECTIVE	OUTCOMES	INDICATORS	STRATEGIES
<ul style="list-style-type: none"> Align assessment and data sharing systems 	<ul style="list-style-type: none"> Success rates of children from various early childhood experiences when they enter school are determined Various factors that affect educational success are analyzed and understood Timely changes and improvements are made using data Service recipients and gaps in services are identified System is in place for information sharing with parents/providers in order to make course corrections 	<ul style="list-style-type: none"> Stakeholders and their data needs are clear Data currently collected, assessment tools and key indicators currently in use and by whom are identified Missing data elements are identified Data to be collected and shared in aligned system are prioritized Communication plan for sharing data is in place Policy questions are identified that drive the data system Establishment of Data Governance Committee 	<ul style="list-style-type: none"> Implement a data mapping system, such as the Early Development Instrument (EDI), in order to analyze strengths/needs/gaps on the community and neighborhood level Define common measures and outcomes in order to understand the collective impact of our community's early childhood programs. Develop plan for launching an integrated, shared data system that provides/ tracks child-level data, beginning at birth Educate / increase awareness among parents and early childhood community about data privacy and benefits of data sharing Develop best practices/ tools for data sharing



EAYC: FAMILY ENGAGEMENT

OBJECTIVE	OUTCOMES	INDICATORS	STRATEGIES
<ul style="list-style-type: none"> Enhance Family Engagement 	<ul style="list-style-type: none"> Cross-sector collaboration results in a commitment to shared responsibility among families, schools and communities for a culture where families are leaders in the early learning and development of their children 	<ul style="list-style-type: none"> Defined communication vehicles among family, providers and communities reflect the new culture of families as leaders in their children's learning and development Families are supported in the sharing of responsibility for their children's success in school and in life Resource providers are at the table to plan and implement Collective impact techniques are in use to conduct overlap and gap analysis 	<ul style="list-style-type: none"> Provide training to identify strategies for expanding reach of family engagement where and how needed Provide access to support and education to all families at a central location Develop two-way communication between families and resources/support services Engage families in the process Organize and engage community based child care providers in reaching the families most in need Provide professional training for agencies and schools who serve families with children from birth to third grade to move service providers from traditional to transformational family engagement Identify professional development needs and strategies

EAYC: PROFESSIONAL DEVELOPMENT

OBJECTIVE	OUTCOMES	INDICATORS	STRATEGIES
<ul style="list-style-type: none"> Attract/Support/ Develop/Retain Qualified Teachers and Administrators 	<ul style="list-style-type: none"> Critical competencies are systematically included in professional development and education programs for all practitioners and administrators Assessments in early learning programs guide program quality improvement 	<ul style="list-style-type: none"> Common language and terms in use Learning objectives for all professional development reflect core competencies aligned to ages 0-8 Practitioners are successful and stay in the field Annual surveys of child care centers show increased use of assessment tools Professional development and preparation including training on understanding family dynamics 	<ul style="list-style-type: none"> Define core competencies for practitioners Align efforts through affiliate groups, associations, training of trainers. Explore alternatives for attracting and retaining practitioners to reduce turnover rate Correlate assessment tools to the core competencies identified as pertinent for all early learning practitioners Provide training and information on assessment do's and don'ts formative vs. summative assessment and structuring observations and anecdotes Identify and invite organizations that are not yet included Develop strategy to motivate and reward involvement of both trainers and practitioners Identify key elements of professional training and identify leadership to support administrators Explore alternative models specific to professional learning and define career pathway funding for community based child care providers



EAYC: GOVERNANCE

Team leaders of the three focused groups join together with the city's representative to form the Governance Team. Its unique work is to develop common definitions and goals and take joint action to implement a high quality, aligned system. One role of the city representative is to execute a Memorandum of Understanding (MOU) with each partner.

OBJECTIVE	OUTCOMES	INDICATORS	STRATEGIES
<ul style="list-style-type: none"> ■ Create a Governance Structure 	<ul style="list-style-type: none"> ■ A defined group of individuals is responsible for guiding and making decisions about birth to 3rd grade alignment efforts ■ Citywide stakeholder buy-in to strategic plan ■ Funders acknowledge the alignment plan as a basis for funding decisions 	<ul style="list-style-type: none"> ■ Common language and MOU among partner organizations ■ Stakeholders involved in the work ■ All partners identify ways to support early learning through their daily functions 	<ul style="list-style-type: none"> ■ Execute MOU's for commitment to action ■ Adopt an organizing model that creates conditions for partnership success ■ Consider pro's and con's of place-based work ■ Raise the profile of early childhood education ■ Coordinate resource development and sharing, including a possible Children's Budget

SUSTAINING THE WORK

Twenty-seven key organizational stakeholders, eighteen of which are core members, have crafted a compelling case for change from a vortex of missed opportunities to an integrated path linking critical systems with powerful practices that promote the success of young children in school and in life. We are committed to a vision and mission to align systems for Fort Worth children from birth to age 8. We have created three-year plans in three discrete areas. We have assessed our ability to sustain a cross-sector initiative, given the resources needed to execute our plan. We are committed to necessary course corrections and developing more detailed plans based on continuous learning. We are ready to sign memoranda of understanding reflecting this commitment.

Strong, discerning leadership will be necessary to make this plan a reality, not only because additional strategies are needed but because not all strategies can be rolled out at once. EAYC knows that measurement of results over time is essential to its credibility. Fort Worth's children and families deserve no less.

SOURCES

National League of Cities Institute for Youth, Education, and Families: Educational Alignment for Young Children: Profiles of Local Innovation. Washington, D.C. 2012

Alliance for Early Success and Child Trends: The Research Base for a Birth Through Age Eight State Policy Framework. Bethesda, MD 2013

Washington State Office of Superintendent of Public Instruction: A Guide to Assessment in Early Childhood, Infancy to Age Eight. Olympia, WA 2008

Neal Halfon, MD MPH, April Cannetto and Alex Morales: Using the EDI for Transforming Early Childhood Community Systems. First5 California, March 1, 2011

Center for Public Policy Priorities: Investing in Our Future – 2013 State of Texas Children Annual KIDS COUNT Data Book. Austin, TX, December 2013.

APPENDICES

Appendix A - Page 13
Fort Worth Data Summary: Children Birth through Age 8

Appendix B - Page 26
EAYC Assessment Survey Results
Data Sharing Pilot Project Report

Appendix C - Page 30
EAYC "Core" Partners' Vision and Mission Statements



FORT WORTH KIDS: EARLY LEARNING & EDUCATION DATA

DEMOGRAPHICS

NUMBER OF CHILDREN IN FORT WORTH
2010 Census^A

Ages 0 to 5		Ages 6 to 8	
Both Sexes	79,843	Both Sexes	37,628
Male	40,521	Male	19,216
Female	39,322	Female	18,412

CHILDREN IN POVERTY BY AGE GROUP
Kids Count Data Center^B

Age Group	Data Type	2009	2010	2011	2012	2013
0 to 5	#	27,000	22,000	27,000	23,000	24,000
	%	32%	27%	33%	29%	31%
6 to 17	#	36,000	31,000	40,000	34,000	38,000
	%	28%	23%	28%	24%	26%
Less than 18	#	63,000	53,000	67,000	57,000	62,000
	%	29%	25%	30%	26%	27%

FREE AND REDUCED-PRICE (FRP) MEALS ELIGIBILITY RATES
Texas School Breakfast Report Card^C

	2010-11	2011-12	2012-13	% Change from 2010-2013
Tarrant County	56.9%	56.0%	58.6%	+3.1%
Fort Worth ISD	80.8%	82.1%	83.3%	+3.1%

CHILDREN (UNDER AGE 18) IN SINGLE-PARENT FAMILIES
Kids Count Data Center^B

	2009	2010	2011	2012	2013
#	80,000	76,000	82,000	79,000	85,000
%	38%	37%	38%	36%	39%

DEMOGRAPHICS

FAMILIES WITH RELATED CHILDREN (UNDER AGE 18) THAT ARE BELOW POVERTY BY FAMILY TYPE

Kids Count Data Center^B

Age Group	Data Type	2009	2010	2011	2012	2013
All Families	#	24,000	21,000	26,000	23,000	25,000
	%	22%	20%	24%	21%	23%
Married Couple	#	9,000	7,000	11,000	9,000	7,000
	%	13%	11%	16%	13%	11%
Single Parents	#	15,000	13,000	15,000	14,000	18,000
	%	38%	36%	36%	37%	41%

CHILD POPULATION BY HOUSEHOLD TYPE

Kids Count Data Center^B

Age Group	Data Type	2009	2010	2011	2012	2013
Married-couple Households	#	137,000	141,000	143,000	146,000	143,000
	%	63%	65%	63%	65%	63%
Father Only Households	#	14,000	14,000	14,000	15,000	22,000
	%	6%	6%	6%	7%	10%
Mother Only Households	#	66,000	61,000	68,000	63,000	62,000
	%	30%	28%	30%	28%	27%

CHILDREN (AGES 5-17) WHO SPEAK A LANGUAGE OTHER THAN ENGLISH AT HOME

Kids Count Data Center^B

	2009	2010	2011	2012	2013
#	56,000	52,000	58,000	61,000	56,000
%	38%	35%	36%	39%	34%

PRE-K SERVICES

REGULATED CHILD (0-4) CARE PROGRAMS, 2014*

Texas Department of Family and Protective Services^D

	Number of Programs in Fort Worth	Capacity
Registered Child-Care - Home	219	2,521
Licensed Child-Care - Home	34	408
Licensed Center	201	22,051
Total	454	24,980

PRE-K PROGRAMS IN FWISD (2013-2014 SCHOOL YEAR)

Fort Worth ISD^E

Number of Children Enrolled in Pre-K Programs at FWISD	4,431
Number of FWISD Schools with Enrolled Pre-K Students	76

CHILDREN SERVED BY CHILD CARE ASSOCIATES, 2014

Child Care Associates^F

Program	Number of Children Served by Program	Number of Families Served by Program
Early Head Start	303	227
Head Start	2,822	2,676
Total	3,125	2,903

CHILDREN SERVED BY PARENTS AS TEACHERS, 2014

Fort Worth ISD^E

Program	Number of Children Served
Prenatal	5
Birth to 11 Months	66
1 Year Old (12-23 Months)	112
2 Year Old (24-35 Months)	194
3 Year Old (36-47 Months)	229
4 Year Old (48-59 Months)	187
5 Year Old (60+ Months)	13
Total	806

FWISD DATA

GRADE-LEVEL RETENTION IN FWISD, BY GRADE, 2012-2013 SCHOOL YEAR

Texas Education Agency^G

Grade	Retained	Students	Rate (%)	Texas Average (%)
Grade K	81	6,960	1.2	2.5
Grade 1	560	7,565	7.4	4.7
Grade 2	378	7,102	5.3	3.0
Grade 3	317	6,760	4.7	2.2
Grade 4	166	6,468	2.6	1.2
Grade 5	106	6,288	1.7	1.5
Grade 6	33	6,053	0.5	0.8

PERCENTAGE OF CHILDREN READING ON GRADE LEVEL BY 3RD GRADE IN FWISD

Fort Worth ISD^E

63% of 3rd Graders met passing standards for the 2013-2014 STAAR Reading Test
(based on all documents scored for 3rd graders in both the English and Spanish Tests combined)

TOTAL ANNUAL EXPENDITURE PER STUDENT IN FWISD

Texas Education Agency^H

For the 2012-2013 School Year, the Total Disbursements Per Student (all grade levels) were \$10,143 in FWISD

CHILDREN SERVED BY PARENTS AS TEACHERS, 2014

Fort Worth ISD^E

Program	Number of Children Served
Prenatal	5
Birth to 11 Months	66
1 Year Old (12-23 Months)	112
2 Year Old (24-35 Months)	194
3 Year Old (36-47 Months)	229
4 Year Old (48-59 Months)	187
5 Year Old (60+ Months)	13
Total	806



FWISD DATA

FWISD 2013-2014 KINDERGARTEN EARLY SKILLS INVENTORY, 1ST SIX WEEKS

Fort Worth ISD^E

Skills	# of Students	Not Yet	Emerging	Developed
EARLY SKILLS MATHEMATICS				
Recognizes shapes: circle, triangle, rectangle, square, rhombus, oval	7213	4.4%	57.1%	40.1%
Rote counts to 20 or higher	7230	7.8%	54.5%	39.5%
Recognizes numerals 0-20	7213	13.8%	70.0%	17.1%
Identifies, extends, and creates single patterns	7231	21.1%	61.8%	18.3%
Understands positional terms (under, over, beside, behind)	7231	6.9%	71.5%	22.6%
Solves simple addition facts	7231	58.1%	40.2%	3.6%
Solves simple subtraction facts	7231	61.0%	38.5%	2.4%
Compares and orders objects by length, capacity, and weights	7231	52.5%	46.8%	2.4%
GENERAL KNOWLEDGE				
Identify self by first and last names	7231	1.5%	32.3%	68.9%
States age (in years)	7231	3.9%	32.0%	66.7%
States birth date (month and day)	7231	28.5%	50.8%	22.5%
Prints first name with capital and lower case letters	7232	5.5%	47.5%	49.1%
LANGUAGE AND EARLY LITERACY				
Identifies middle sounds	7230	36.4%	60.1%	4.9%
Identifies ending sounds	7230	32.1%	62.3%	6.9%
Identifies and claps syllables	7230	12.2%	65.3%	24.0%
Blends sounds to form words	7231	21.8%	68.2%	11.2%
Follows simple oral directions after being told once	7231	4.4%	60.5%	36.7%
Understands concepts about print (i.e. left to right, top to bottom...)	7231	6.1%	58.2%	37.3%
Identifies 10 or more capital letters	7231	9.6%	40.2%	52.6%
Identifies 10 or more lower case letters	7231	10.1%	41.3%	51.0%
Identifies 10 or more sounds	7231	12.1%	46.1%	43.9%
Produces some letter sounds	7231	8.8%	50.8%	42.3%
Identifies rhyming words	7230	17.9%	62.1%	21.1%
Produces words that rhyme	7230	23.0%	62.4%	16.0%
Identifies beginning sounds	7231	14.0%	62.8%	24.5%
PHYSICAL DEVELOPMENT				
Demonstrates jumping, hopping, skipping, leaping over a stationary line	7231	1.5%	62.1%	37.8%
Demonstrates ability to balance	7231	1.8%	62.0%	37.4%
Holds writing tools with fingers (instead of with fist)	7231	0.9%	46.4%	54.7%
Cuts a straight line with scissors	7231	3.6%	62.0%	36.0%

FWISD DATA

FWISD 2013-2014 KINDERGARTEN EARLY SKILLS* INVENTORY, 1ST SIX WEEKS

Fort Worth ISD^E

Skills	# of Students	Not Yet	Emerging	Developed
SOCIAL DEVELOPMENT				
Follows class rules	7151	2.6%	59.3%	39.6%
Listens without interrupting	7151	3.7%	59.5%	38.2%
Completes tasks	7151	3.9%	61.8%	35.8%
Expresses interest in learning	7151	1.7%	53.5%	46.5%
Speaks in a respectful tone to teachers and others	7151	1.2%	47.0%	53.8%
Shares materials and toys with peers	7151	1.2%	53.7%	46.9%
Practices self-control	7151	3.8%	61.1%	36.6%
Participates in group activities	7151	1.3%	53.7%	46.7%
TECHNOLOGY				
Starts a software program	7231	21.0%	64.1%	16.2%
Uses a mouse to click on objects	7231	7.0%	58.4%	35.9%



CHILD CARE REQUIREMENTS

REQUIREMENTS FOR HEAD START/EARLY HEAD START TEACHING STAFF (PUBLISHED IN 2008)

Head Start¹

What will the requirements for Head Start Teachers be as of October 1, 2011?

By October 1, 2011, each Head Start classroom in center-based programs must have a teacher who has at least one of the following:

- An associate, baccalaureate or advanced degree in early childhood education;
- An associate degree in a field related to early childhood education and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children;
- A baccalaureate or advanced degree in any field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children or;
- A baccalaureate degree in any field and has been admitted into the Teach For America program, passed a rigorous early childhood content exam, such as the Praxis II, participated in a Teach For America summer training institute that includes teaching preschool children and is receiving ongoing professional development and support from Teach For America's professional staff

However, a 3-year waiver can be granted to the above requirement if a Head Start agency can demonstrate it has attempted unsuccessfully to recruit a qualified candidate and the individual for whom the waiver is being requested is enrolled in a program that will grant that individual a qualifying degree in a reasonable time period. If such a waiver is granted, there must be, in that individual's classroom, a teacher with a CDA credential appropriate to the age of the children being served or an individual with a State awarded certificate for preschool teachers that meets or exceeds the requirements of a CDA credential.

What will the requirements for Head Start Teachers be as of September 30, 2013?

- By September 30, 2013 at least 50% of Head Start teachers nation-wide must have a baccalaureate or advanced degree in Early Childhood Education or a baccalaureate or advanced degree in any subject, and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children.
- OHS expects every grantee to make reasonable progress in increasing its numbers of teachers with qualifying BA degrees but there is not a requirement for each grantee to assure that at least 50% of its teachers have such degrees. The requirements established in 2011 for every Head Start teacher will continue to apply.

What are the qualification requirements for Teacher aides/assistants?

By September 30, 2013 all teaching assistants in center-based programs must:

- Have a child development associate (CDA) credential;
- Be enrolled in a CDA credential program that will be completed within 2 years;
- Have an associate or baccalaureate degree (in any area) or be enrolled in a program leading to such a degree.

CHILD CARE REQUIREMENTS

REQUIREMENTS FOR HEAD START/EARLY HEAD START TEACHING STAFF (PUBLISHED IN 2008)

Head Start¹

What are the qualification requirements for education coordinators?

By September 30, 2013 all education coordinators (including those that serve as curriculum specialists), nationwide in center-based programs must have:

- A baccalaureate or advanced degree in early childhood education; or
- A baccalaureate or advanced degree in any subject and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children.

EARLY HEAD START

What are the current requirements for Early Head Start teacher qualifications?

Current Head Start regulations require Early Head Start teachers to have a CDA credential for Infant and Toddler Caregivers, or an equivalent credential that addresses comparable competencies within one year of hire as a teacher of infants and toddlers.

What will be the requirements for Early Head Start Teachers as of September 30, 2010?

By September 30, 2010, all Early Head Start teachers must have, at a minimum, a CDA credential and have been trained (or have equivalent coursework) in early childhood development.

What will be the requirements for Early Head Start Teachers as of September 30, 2012?

By September 30, 2012 all Early Head Start teachers must meet the above requirement and be trained (or have equivalent coursework) in early childhood development with a focus on infant and toddler development.

REQUIREMENTS FOR ORIENTATION FOR A CHILD-CARE HOME IN TEXAS

Texas Department of Family and Protective Services¹

Orientation to your child-care home must include at least the following:

- An overview of the minimum standards found in this chapter;
- Your home's child-care policies including discipline, guidance, and the release of children;
- An overview of symptoms of child abuse, neglect, and sexual abuse and the responsibility for reporting these;
- The procedures to follow in handling emergencies. Emergencies include, but are not limited to, fire, explosion, tornado, toxic fumes, volatile individuals, and severe injury or illness of a child or adult; and
- The use and location of fire extinguishers and first-aid equipment.



CHILD CARE REQUIREMENTS

QUALIFICATIONS FOR BECOMING THE PRIMARY CAREGIVER OF A LICENSED CHILD-CARE HOME IN TEXAS *Texas Department of Family and Protective Services¹*

(a) Except as otherwise provided in this division, a primary caregiver for a licensed child-care home must:

- Be at least 21 years of age;
- Have a high school diploma or its equivalent;
- Have a certificate of completion of the Licensing orientation within one year prior to your application date;
- Have current certification in CPR and first aid with rescue breathing and choking; and
- Have one of the following combinations of education and experience in a licensed child-care center, or in a licensed or registered child-care home:

Education	Experience
(A) A bachelor's degree with 12 college credit hours in child development and three college credit hours in business management,	and at least one year of experience in a licensed child-care center, or in a licensed or registered child-care home;
(B) An associate's of applied science degree in child development or a closely related field with six college credit hours in child development and three college credit hours in business management. A "closely related field" is any educational instruction pertaining to the growth, development, physical or mental care, or education of children ages birth through 13 years,	and at least one year of experience in a licensed child-care center, or in a licensed or registered child-care home;
(C) Sixty college credit hours with six college credit hours in child development and three college credit hours in business management,	and at least one year of experience in a licensed child-care center, or in a licensed or registered child-care home;
(D) A Child Development Associate credential or Certified Child-Care Professional credential with three college credit hours in business management,	and at least one year of experience in a licensed child-care center, or in a licensed or registered child-care home;
(E) A child-care administrator's certificate from a community college with at least 15 college credit hours in child development and three college credit hours in business management,	and at least two years of experience in a licensed child-care center, or in a licensed or registered child-care home;
(F) A day-care administrator's credential issued by a professional organization or an educational institution and approved by Licensing based on criteria specified in Subchapter P of Chapter 745 of this title (relating to Day-Care Administrator's Credential Program),	and at least two years of experience in a licensed child-care center, or in a licensed or registered child-care home;
(G) Seventy-two clock hours of training in child development and 30 clock hours in business management,	and at least three years of experience in a licensed child-care center, or in a licensed or registered child-care home.

(b) Options (D) and (F) of subsection (a) of this section require periodic renewal.

CHILD CARE REQUIREMENTS

QUALIFICATIONS FOR THE DIRECTOR OF A CHILD-CARE CENTER LICENSED FOR 13 OR MORE CHILDREN IN TEXAS *Texas Department of Family and Protective Services^K*

(a) Except as otherwise provided in this division, the director of a child-care center licensed for 13 or more children must be at least 21 years of age, have a high school diploma or its equivalent, and meet one of the following combinations of education and experience:

Education	Experience
(1) A bachelor's degree with 12 college credit hours in child development and six college credit hours in business management,	and at least one year of experience in a licensed child-care center;
(2) An associate's of applied science degree in child development or a closely related field with six college credit hours in child development and six college credit hours in business management. A "closely related field" is any educational instruction pertaining to the growth, development, physical or mental care, or education of children ages birth through 13 years,	and at least two years of experience in a licensed child-care center
(3) Sixty college credit hours with nine college credit hours in child development and six college credit hours in business management,	and at least two years of experience in a licensed child-care center;
(4) A child-care administrator's certificate from a community college with at least 15 college credit hours in child development and three college credit hours in business management,	and at least two years of experience in a licensed child-care center;
(5) A Child Development Associate credential or Certified Child-Care Professional credential with six college credit hours in business management,	and at least two years of experience in a licensed child-care center
(6) A day-care administrator's credential issued by a professional organization or educational institution and approved by Licensing based on criteria specified in Sub-chapter P of Chapter 745 of this title, (relating to Day- Care Administrator's Credential Program),	and at least two years of experience in a licensed child-care center; or
(7) Nine college credit hours in child development and nine college credit hours in business management	and at least three years of experience in a licensed child-care center

(b) Options (5) and (6) of subsection (a) of this section require periodic renewal to remain qualified.

CHILD CARE REQUIREMENTS

QUALIFICATIONS FOR THE DIRECTOR OF A CHILD-CARE CENTER LICENSED FOR 13 OR FEWER CHILDREN IN TEXAS *Texas Department of Family and Protective Services^K*

(a) Except as otherwise provided in this division, the director of a child-care center licensed for 12 or fewer children must be at least 21 years old, have a high school diploma or its equivalent, and meet one of the following combinations of education and experience

Education	Experience
(1) A bachelor's degree with 12 college credit hours in child development and three college credit hours in business management,	and at least one year of experience in a licensed child-care center or a licensed or registered child-care home;
(2) An associate's of applied science degree in child development or a closely related field with six college credit hours in child development and three college credit hours in business management. A "closely related field" is any educational instruction pertaining to the growth, development, physical or mental care, or education of children ages birth through 13 years,	and at least one year of experience in a licensed child -care center or a licensed or registered child-care home;
(3) Sixty college credit hours with six college credit hours in child development and three college credit hours in business management,	and at least one year of experience in a licensed child-care center or a licensed or registered child-care home;
(4) A Child Development Associate credential or Certified Child-Care Professional credential with three college credit hours in business management,	and at least one year of experience in a licensed child-care center or a licensed or registered child-care home;
(5) A child-care administrator's certificate from a community college with at least 15 college credit hours in child development and three college credit hours in business management	and at least two years of experience in a licensed child-care center or a licensed or registered child-care home;
(6) A day-care administrator's credential issued by a professional organization or an educational institution and approved by Licensing based on criteria specified in Subchapter P of Chapter 745 of this title(relating to Day- Care Administrator's Credential Program)	and at least two years of experience in a licensed child-care center or licensed or registered child-care home; or
(7) Seventy-two clock hours of training in child development and 30 clock hours in business management,	and at least three years of experience in a licensed child-care center or a licensed or registered child-care home.

(b) Options (4) and (6) of subsection (a) of this section require periodic renewal.

CHILD CARE REQUIREMENTS

ANNUAL TRAINING HOURS REQUIRED FOR CAREGIVERS IN TEXAS

Texas Department of Family and Protective Services^K

(A) Each caregiver must obtain at least 24 clock hours of training each year relevant to the age of the children for whom the caregiver provides care. The 24 Clock hours of annual training are exclusive of orientation, pre-service training requirements, CPR and first aid, transportation safety training, and high school child-care work-study classes.

(B) At least six clock hours of annual training must be in one or more of the following topics:

- Child growth and development;
- Guidance and discipline;
- Age-appropriate curriculum; and
- Teacher- child interaction.

(C) At least one clock hour of annual training must focus on prevention, recognition, and reporting of child abuse and neglect, including:

- Factors indicating a child is at risk for abuse or neglect;
- Warning signs indicating a child may be a victim of abuse or neglect;
- Internal procedures for reporting child abuse or neglect; and
- Community organizations that have training programs available to child-care center staff members, children, and parents.

(D) The remaining clock hours of annual training must be in one or more of the following topics:

- Care of children with special needs;
- Child health (for example, nutrition and activity);
- Safety;
- Risk management;
- Identification and care of ill children;
- Cultural diversity for children and families;
- Professional development (for example, effective communication with families, time and stress management);
- Preventing the spread of communicable diseases;
- Topics relevant to the particular age group the caregiver is assigned (for example, caregivers assigned to an Infant or toddler group should receive training on biting and toilet training);
- Planning developmentally appropriate learning activities;
- Observation and assessment;
- Attachment and responsive care giving; and
- Minimum standards and how they apply to the caregiver.

(E) If a caregiver provides care for children younger than 24 months of age, one hour of that caregiver's annual training must cover the following topics:

- Recognizing and preventing shaken baby syndrome;
- Preventing sudden infant death syndrome; and
- Understanding early childhood brain development.

(F) A caregiver who transports a child whose chronological or developmental age is younger than nine years old must meet additional training requirements, as outlined in §746.1316 of this title (relating to What additional training must a person have in order to transport a child in care?).

(G) A caregiver may obtain no more than 50% of annual training through self-instructional training.



CHILD CARE REQUIREMENTS

PERSONNEL QUALIFICATIONS FOR CAREGIVERS IN CHILD-CARE CENTERS IN TEXAS

Texas Department of Family and Protective Services^l

- DFPS background check
- Be free of active tuberculosis
- Notarized Licensing Affidavit for Applicants for Employment form; and
- Orientation to the child-care center
- 18 years old or older
- High school diploma or equivalent
- Eight hours pre-service training

TEACHER REQUIREMENTS FOR PUBLIC PREKINDERGARTEN

Texas Education Agency^l

- Obtain a Bachelor's Degree
- Complete an Educator Preparation Program
- Pass Appropriate Certification Exam(s)
- Submit a State Application
- Fingerprinting

ENDNOTES

- A. U.S. Census Bureau, 2010.
<http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>
- B. KIDS Count Data Center, Annie E. Casey Foundation.
<http://datacenter.kidscount.org/data#TX/3/0>
- C. Texas School Breakfast Report Card, Baylor University
<http://www.baylor.edu/texashunger/doc.php/219549.pdf>
- D. Search Texas Child Care, Texas Department of Family and Protective Services.
https://www.dfps.state.tx.us/Child_Care/Search_Texas_Child_Care/
- E. Data provided by FWISD.
- F. Annual Report, Child Care Associates.
http://www.childcareassociates.org/am_cms_media/2013-annual-report.pdf
- G. Grade-Level Retention Data by District, Texas Education Agency.
<http://ritter.tea.state.tx.us/acctres/retention/1213/district.html>
http://www.tea.state.tx.us/acctres/Retention_2012-13.pdf
- H. 2012-2013 Financial Actual Reports, Texas Education Agency.
http://ritter.tea.state.tx.us/school.finance/forecasting/financial_reports/1213_FinActRep.html
- I. Statutory Degree and Credentialing Requirements for Head Start Teaching Staff, Head Start
http://eclkc.ohs.acf.hhs.gov/hslc/standards/im/2008/resour_ime_012_0081908.html
- J. Minimum Standards for Child-Care Homes, Texas Department of Family and Protective Services
http://www.dfps.state.tx.us/documents/Child_Care/Child_Care_Standards_and_Regulations/747_Homes.pdf
- K. Minimum Standards for Child-Care Centers, Texas Department of Family and Protective Services
http://www.dfps.state.tx.us/documents/Child_Care/Child_Care_Standards_and_Regulations/746_Centers.pdf
- L. Prekindergarten Instruction, Texas Education Agency
<http://www.tea.state.tx.us/index2.aspx?id=2147497221>

FORT WORTH EARLY CHILDHOOD ASSESSMENT/SCREENING SURVEY

PLEASE INDICATE TYPE OF PROGRAM YOU ARE REPORTING ABOUT:

ANSWER OPTIONS	RESPONSE PERCENT	RESPONSE COUNT
Child Care: Center Based	74.6%	47
Child Care: Home Based	19.0%	12
Home Visiting Program	3.2%	2
Early Childhood Intervention	6.3%	4
Other (please indicate what type of service provider you represent):		5
	ANSWERED QUESTION	63
	SKIPPED QUESTION	3

Safe and loving environment, basic learning skills

Early Head Start

Head Start

We also have a school age program

We are part of the CCS program and so we take subsidy families and transport to area schools.

What assessments/screenings do you use to measure children’s development in your program?
(If none, please write “none” in the box below)

- | | |
|---------------------------------|------------------------------------|
| None: 9 | Self-Developed/Progress Report: 15 |
| Observation: 7 | ASQ: 14 |
| TEA Kindergarten Assessment: 1 | Texas School Readiness: 4 |
| C-Palls: 4 | Batelle Inventory: 3 |
| Teaching Strategies Gold: 1 | Brigance: 2 |
| MCLASS: 1 | Hatch Tablet: |
| TykerSmart Assessment: | CDC ECI: 1 |
| KPA Assessment: 1 | High Reach: 2 |
| Standard Achievement: 1 | Hawaii Early Learning Profile |
| DFPS Child Assessment: | DECA: 2 |
| AEPS Preschool Language Scale:1 | |



What assessments/screenings/self-assessments do you use to measure program quality?

(If none, please write "none" in the box below)

None: 16	Review (by Supervisor/Parents): 17
Texas Rising Star: 4	DFPS Minimum Standards: 2
Creative Curriculum: 1	Self-Developed Goals/Assessments: 5
Campfire FW: 2	ITERS/ECERS: 3
School Readiness Observation: 1	C-Pals: 1
ASQ: 1	NAEYC: 2
HighReach: 1	NAC: 2
NAFCC Accreditation: 1	CARE: 1
EfS Assessment Forms: 1	Head Start Monitoring Protocol: 1

What Assessments/screenings do you use to measure teacher/provider or staff/child interactions?

None: 5	Teacher Evaluation Form: 17
Observation/Logs: 16	CDA Certificate: 2
Keller ISD TRE: 1	Campfire: 2
CLASS: 3	Surveys: 1
School Readiness Mentor: 1	Child Care Networks: 1
NAC Observations: 2	ASQ: 1
NAFCC Accreditation Standards: 1	EFS Assessment Forms: 1
ITERS: 1	NAEYC Guidelines: 1
HOVERS-A+: Home Visit Rating Scales: Adaped and Extended	

What age children does your agency/organization/child care program accept? (check all that apply)

Birth to 1 year of age	85.71% / 54
2 years of age	96.83% / 61
3 years of age	95.24% / 60
4 years of age	90.48% / 57
5 years of age	82.54% / 52
After School: 4-8 years of age	65.08% / 41
After School: 9-12 years of age	61.90% / 39
Total Respondents: 63	

ADDITIONAL COMMENTS:

We take children starting at age:

- 12 months
- Birth-3 years
- Special needs children 17-18 yrs
- 18 months

APPENDIX **B**

Trinity Lutheran Children's Center
2 B's Daycare and Learning Center
Granny's Guardian Angels
Magical Moments Daycare Center
Kane's Loving Childcare
In God's Loving Image Child Care
Light of the World School
Tones Childcare
The Children's Courtyard
Children's Courtyard
Miss Brooks Learning Center
All Stars Early Learning Center
Happy Kids/Smiling Faces Childcare
Terri Borman's Licensed Home Child Care
New Creation Preschool
Toddlers Den
Ella McFadden Child Development Center
YMCA - Amaka Child Development Center
South Hills Christian Church Parents Day Out
CAPTulsa
Angel Montessori
CampForTheFunOfIt at Putt-Putt
ECI-NCT
HOPE LUTHERAN SCHOOL
Little Country Daycare & Preschool
All Saints Lutheran Children's Learning center
Learning Dotts Love and Care Academy
Child Care Associates
Childcare Network
Little Tyke CCC

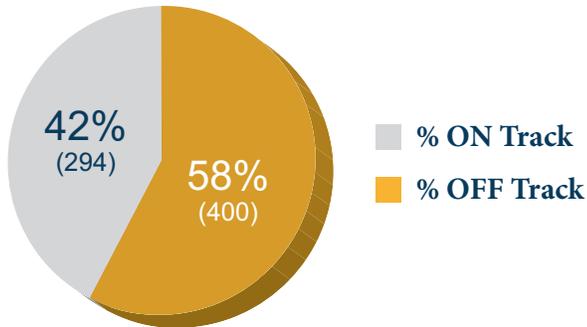
Childcare Network
Zone 4 Kids Daycare & Learning Center, Inc.
Childcare Network 174
Children's Choice Learning Center
Child Care Network #198
Childcare Network School #182
The Bethlehem Academy
Childcare Network
Kane's Loving Childcare
Childcare Network - Location 173 - Arlington
Destiny Academy
Kindercare
Little Angels Childcare
ECI of North Central Texas
Catholic Charities Fort Worth/ Hand In Hand
KinderFrogs School at TCU
Academy For Kids
KinderCare KLC
Luv N Care Learning Center
ECI of North Central Texas
Kids R Love Learning Center
La Petite Academy
Sunrise Early Learning & Development Center
Child Care Associates
EM-S ISD ChildCare
Junior's junction
Jack and Jill Daycare
Camp Fire Child Development Center
Fort Worth Independent School District



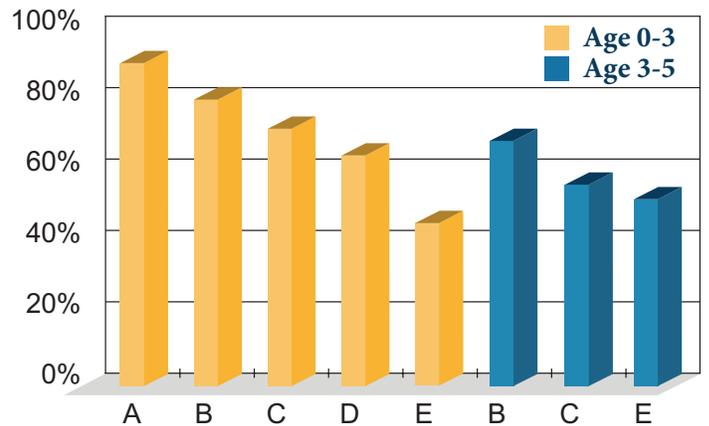
COMMUNITY SNAP SHOT

A PARTIAL LOOK AT SCHOOL READINESS IN FORT WORTH (2013-2014 PILOT PROJECT DATA)

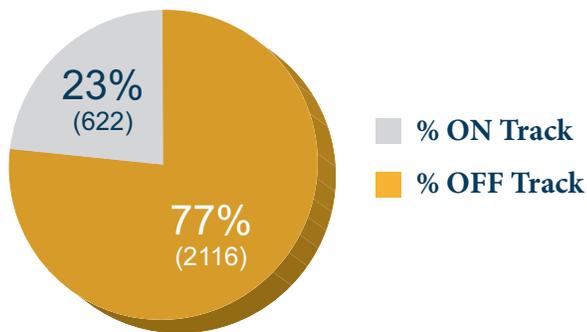
CHILDREN AGE 0-3



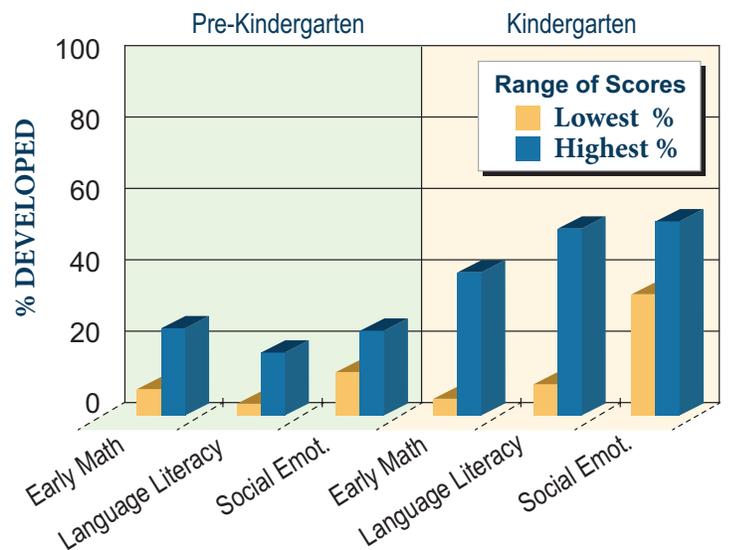
PERCENTAGE OF CHILDREN CONSIDERED ON-TARGET



CHILDREN AGE 3-5



RANGE OF SCHOOL READINESS



Assessment Tools Used:

- ASQ
- C-PALLS
- Brigance Developmental Inventory
- Early Skills Inventory (reporting on 3 of 6 subscales)

Total Children Assessed 15,226
 Total Children 79,351

APPENDIX C

ORGANIZATION	MISSION
A B Christian Learning Center	To strengthen and improve the academic performance of at-risk students by taking a holistic approach to addressing their needs. Our goals are to improve the academic skills of children in a safe after-school environment and to increase parental involvement in the educational process of their children.
Camp Fire	Our promise: Young people want to shape the world. Camp Fire provides the opportunity to find their Spark, lift their voice, and discover who they are.
Child Care Associates	To assist family success through excellence in comprehensive child care and development services.
City of Fort Worth Fort Worth Library	Working together to build a strong community
ECL of North Central Texas	To assure that family members and caregivers of young children have the supports and resources needed to enhance their child's learning and development through everyday learning opportunities.
Educational First Steps	To improve the quality and availability of early childhood education for economically disadvantaged children.
Fort Worth Chamber of Commerce	To promote the interests of its members by assuming a leadership role in making Fort Worth an excellent place in which to live, work, and do business.
FWISD	Preparing students for success in college, career and community leadership.
JPS Health Network	Transforming healthcare delivery for the community we serve.
Linda's Little Stars Daycare	To provide a safe, developmentally appropriate environment for pre-school and school age children. Our focus is to provide a stimulating early care and education experience which promotes each child's social/emotional, physical and cognitive development.
The Parenting Center	Provide family members and professionals with resources, tools, and services to build successful families.
SPARC	To strengthen afterschool programs through advocacy, resources and collaboration.
Texas Association for Infant Mental Health	We educate, advocate, and collaborate to advance the healthy development of infants and toddlers.
Texas Department of Family and Protective Services	Protect children, the elderly, and people with disabilities from abuse, neglect, and exploitation by involving clients, families and communities.
United Community Centers	Guided by Christian principles, we serve and empower those in need. Through our guiding principles, we provide opportunities that enhance the quality of life of those we serve. We seek to empower individuals who make positive social changes in their own lives, their families and communities.
United Way of Tarrant County	To improve lives across our diverse community by: prioritizing needs in education, health and income; forming innovative and effective partnerships with other organizations; and strategically raising and investing resources to make lasting change.
University of North Texas Health Science Center	Create solutions for a healthier community.
Workforce Solutions	Our mission, as a partnership of community resources, is to ensure the economic vitality of our community by building and maintaining a quality workforce development system that strengthens and provides economic, educational and developmental opportunities for all people including children and youth.



No Documents for this Section

CITY COUNCIL MEETING

Tuesday, October 27, 2015

RISK MANAGEMENT REPORTING PERIOD 10/13/2015 - 10/19/2015

Claims listed on this report have been received in the Risk Management Division claims office. The decision whether or not to accept liability is predicated on applicable provisions of the Texas Tort Claims Act. If any claimant contacts you, please refer them to John Butkus ext 7761 or Sophia Canady ext 7784. Thank you.

CLAIMANT	DATE RECEIVED	DATE OF INCIDENT	LOCATION	INCIDENT TYPE	ALLEGATION	DEPT	ESTIMATE	INJURY
Rebecca S. Garza	10/13/2015	9/18/2015	Saginaw Boulevard & Bailey Boswell	Auto	Collision - Driving	Police	No	No
M. L. Denman	10/13/2015	8/7/2015	11500 Ridgeview Circle	General Liability	Water Leak	TPW	Yes	No
Amy Holmes	10/13/2015	7/2/2015	Crowley Road	General Liability	Street Condition	TPW	No	No
Todd Rampy	10/13/2015	10/13/2015	Brown Crest Road	Auto	Collision - Driving	Water	No	No
Khaled Khader	10/14/2015	8/10/2015	3721 Mansfield Hwy.	General Liability	Water Main Break	Water	Yes	No
Marsha Moore	10/14/2015	10/6/2015	Brennan Avenue & Cold Springs	Auto	Collision - Driving	Prop Mgt.	No	Yes
Key'Aundrey Moore	10/14/2015	10/6/2015	Brennan Avenue & Cold Springs	Auto	Collision - Driving	Prop Mgt.	No	Yes

CLAIMANT	DATE RECEIVED	DATE OF INCIDENT	LOCATION	INCIDENT TYPE	ALLEGATION	DEPT	ESTIMATE	INJURY
Dre'Lan Durst	10/14/2015	10/6/2015	Brennan Avenue & Cold Springs	Auto	Collision - Driving	Prop Mgt.	No	Yes
Rick Murray	10/15/2015	4/7/2006	FWRPD Auto Pound	General Liability	Towing	Police	Yes	No
Anthony M Colter	10/15/2015	8/28/2015	1100 Nashville Avenue	General Liability	Collision - Driving	TPW	No	No
Shannon Velayos	10/16/2015	10/14/2015	E. South Drive	General Liability	Manhole cover open or damaged	TPW	Yes	No
Jeanette Lopez	10/16/2015	9/30/2015	South Fwy	Auto	Collision - Driving	Police	No	Yes
Ricardo Cervantes	10/16/2015	8/28/2015	Bridge Street	General Liability	Contact – Foreign Object	TPW	No	No
Bernie Silva	10/16/2015	1/22/2015	Ridgeview Circle	General Liability	Construction Damage	TPW	No	No
ATMOS-May	10/16/2015	9/15/2015	3820 May Street	General Liability	Damaged Utility Line	Water	Yes	No
Scott Laver	10/29/2015	9/7/2015	3751 West 5th. Street	General Liability	Sprinkler Line Damage	TPW	Yes	No

No Documents for this Section

No Documents for this Section

No Documents for this Section

No Documents for this Section