

**Minutes**  
**Hurst City Council**  
**Work Session**  
**Tuesday, April 25, 2023**

On the 25<sup>th</sup> day of April 2023, at 5:08 p.m., the City Council of the City of Hurst, Texas, convened in Work Session at City Hall, 1505 Precinct Line Road, Hurst, Texas, with the following members present:

Henry Wilson	)	Mayor
Cindy Shepard	)	Mayor Pro Tem
Jon McKenzie	)	
Cathy Brotherton	)	
Gary N. Waldron	)	
David Booe	)	
Clay Caruthers	)	City Manager
Matthew Boyle	)	City Attorney
Clayton Fulton	)	Assistant City Manager
Malaika Marion Farmer	)	Assistant City Manager
Rita Frick	)	City Secretary
Steve Niekamp	)	Police Chief
Duane Hengst	)	City Engineer
Michelle Lazo	)	Executive Director of Planning and Development
Kyle Gordon	)	Executive Director of Community Services

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

**I. Call to Order** – The meeting was called to order at 5:08 p.m.

**II. Informational Items**

- **Update and discussion of upcoming Calendar Items** – Executive Director of Community Services Kyle Gordon provided an overview of upcoming Heritage Village concert in the Park.
- **Update and discussion of aquatic center hours** – Executive Director of Community Services Kyle Gordon briefed Council on proposed operating hours for this season’s aquatic centers noting staff plans to open both pools this year with alternating hours due to staff shortages. He explained every attempt is being made to hire and have enough staff to operate both centers, and they hope that these proposed hours may be extended if additional staffing becomes available. Also noted was opening day, Saturday, May 27.
- **Update and discussion of code enforcement activity on Circleview Dr. S.** – City Manager Clay Caruthers briefed Council on code enforcement concerns in the Circleview Drive area noting some police activity in the past, but currently have no issues. He explained the suggestions received by a concerned citizen regarding regulations and investigations is not something the City could do legally and City Attorney Boyle confirmed the staff’s enforcement, policy and procedures.

The work session items were discussed in the following order: IX, XII, VIII, XIV, V, VI, VII and the remaining items were not discussed.

### **III. Update and discussion of Regular Agenda Items**

#### **IV. Discussion of Agenda Item(s) 3**

Consider authorizing the city manager to execute Change Order 1 for the 2022 Miscellaneous Water Main Replacement Project

#### **V. Discussion of Agenda Item(s) 4**

Conduct a public hearing and consider Ordinance 2536, first reading, (SP-2023-00003 Alice Bowie Tattoo), a Special Use Permit for a portion of Lot 2R3, Block A Shady Oaks Addition, being .49 acre located at 401 Bedford Euless Road

Executive Director of Planning and Development Michelle Lazo briefed Council on the proposed SUP for Alice Bowie Tattoo and noted the applicant is requesting the SUP to add a tattoo studio within her vintage clothing store. She stated the tattoo services would be by appointment only and for clients in her store. She stated the store will not have new signage or new certificate of occupancy

#### **VI. Discussion of Agenda Item(s) 5 and 6**

Consider P-2021-00006 Norwood Plaza Addition, a replat for Lot 6, 7R, and 9, Block A, Norwood Addition to Lots 1 and 2, Block A, Norwood Plaza Addition, being 1.57 acres located at 100 Harrison Lane

Consider authorizing the city manager to enter into a City/Developer Agreement with Norwood Plaza, LLC, allowing a municipal lien to be placed on Lot 1, Block A, Norwood Plaza Addition concerning street and sanitary sewer improvements

Executive Director of Planning and Development Michelle Lazo briefed Council on the proposed plat to replat Lots 6, 7R, and 9, Block A, Norwood Addition to Lots 1 and 2, Block A, Norwood Plaza Addition, being 1.57 acres located at 100 Harrison Lane. She noted the zoning change and site plan was approved in 2022 and stated Lot 2 will remain the homestead of Richard Norwood and Lot 1 will be developed as Holloway Office Park. In response to Councilmember questions, City Manager Caruthers noted agenda item 6 is regarding engineering and the future street. He stated the agreement is to allow the applicant to move forward without escrow and lien the property if future access is necessary.

#### **VII. Discussion of Agenda Item(s) 7**

Consider approval of Ordinance 2537, first reading, amending Chapter 9.5 of the Hurst Code of Ordinances and authorize the City Manager to sign an amended contract with Allied Waste Services of Fort Worth, LLC, a Texas Limited Liability Company, dba Republic Services of Fort Worth, for residential, commercial and industrial trash and residential recycling services

Assistant City Manager Clayton Fulton briefed Council on the proposed contract noting the current contract with Republic Services is about to term out. Mr. Fulton noted key changes to the proposed contract amendment that includes a 7 year term; current service levels with rate adjustment until year-end of 2025; In 2025, convert to automated side load residential polycarts; determine a once or twice a week service; provide customers option to pay for an additional cart; adjust the annual rate from 3% to 4% with the first rate adjustment November 1, 2023; institute one-time rate increase of 6% in conversion year then revert to a 4% increase; maintain bulk collection and back door services. He noted staff reviewed the municipal market and found Hurst has one of the lowest rates in Tarrant County. Republic Services representative Jeri Harwell reviewed area city services and industry changes to polycarts moving forward.

### **VIII. Discussion of Agenda Item(s) 8**

Consider approval of Resolution 1834 authorizing the city manager to enter into a Primary Bank Depository Services Agreement

Assistant City Manager Clayton Fulton briefed Council on the Bank Depository Service Agreement noting the City's current bank depository services agreement with Wells Fargo will expire in July 2023. He introduced Valley View Consulting representative Tim Pinion who was hired due to the complexity of the agreement and noted a full presentation would be provided in regular session including their recommendation to enter into a contract with Wells Fargo bank.

### **IX. Discussion of Agenda Item(s) 9**

Consider approval of Resolution 1835 supporting the TXDOT 2023 Transportation Alternatives Set-Aside (TA) call for projects to develop a Comprehensive Trails Master Plan

Executive Director of Community Services Kyle Gordon briefed Council on the proposed resolution supporting the grant application to develop a comprehensive trails master plan. Mr. Gordon explained the City has completed the first phase of the grant process and this is Phase 2, in which the City must support the project and commit to a local match of 20% of the total cost. He stated the estimated cost of the master plan document is \$85,000. City Manager Caruthers noted other grant projects, the expense of a comprehensive trail system, and consideration of the City's needs and resources.

### **X. Discussion of Agenda Item(s) 10**

Consider authorizing the city manager to approve funding for CDBG – Cares Act CV - Round 3 Program: Brown Trail Water Main Replacement from Pipeline Road to Redbud Drive

### **XI. Discussion of Agenda Item(s) 11**

Consider authorizing the city manager to enter into Agreements for Brookside Center Roof Replacement Project

**XII. Discussion of Agenda Item(s) 12**

Consider authorizing the city manager to enter into an Annual Contract for pyrotechnic services

Executive Director of Community Services Kyle Gordon briefed Council on the proposed contract for pyrotechnic services noting updated bid specifications with the intent to establish an annual, renewable agreement with a qualified contractor. Mr. Gordon noted that Pyro Shows of Texas, Inc. is the qualified bidder, and, has an excellent reputation working with the City and that the proposed agreement will be an annual renewal.

**XIII. Discussion of Agenda Item(s) 13**

Consider authorizing the city manager to enter into an Annual Contract for Citywide Fence Repair, Rental, and Construction Services

**XIV. Discussion of Agenda Item(s) 14**

Consider authorizing the city manager to purchase (1) one ambulance from approved vendors

City Manager Clay Caruthers briefed Council on the proposed request to purchase an ambulance noting Council previously authorized the purchase of a Ford ambulance, but the company was unable to provide an ambulance. He stated Frazer/Rush Truck Centers submitted a quote for an International CV515 ambulance that staff believes is suitable, but it is approximately \$10,000 more than the previously approved ambulance. Mr. Caruthers noted the current challenges with fleet purchases.

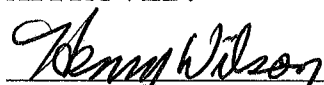
**XV. ADJOURNMENT** – Mayor Wilson adjourned the work session at 6:22 p.m.

**APPROVED** this the 9<sup>th</sup> day of May 2023.

**ATTEST:**

  
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Rita Frick, City Secretary

**APPROVED:**

  
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Henry Wilson, Mayor