

City Council Minutes
Tuesday, February 27, 2024

On the 27th day of February 2024, at 6:30 p.m., the City Council of the City of Hurst, Texas, convened in a Regular Meeting at City Hall, 1505 Precinct Line Road, Hurst, Texas, with the following members present:

Henry Wilson)	Mayor
Gary N. Waldron)	Mayor Pro Tem
Cathy Brotherton)	Councilmembers
Cindy Shepard)	
Jon McKenzie)	
Jimmy Meeks)	
Clay Caruthers)	City Manager
Natalie Gullo)	Assistant City Attorney
Clayton Fulton)	Assistant City Manager
Malaika Marion Farmer)	Assistant City Manager
Rita Frick)	City Secretary
Michelle Lazo)	Executive Director of Planning and Development
Chris Connolly)	Executive Director of Economic Development
Greg Dickens)	Executive Director of Public Works
Paul Brown)	Managing Director of Fiscal Services
Kara McKinney)	Public Information Officer

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

The meeting was called to order at 6:30 p.m. and Councilmember Jon McKenzie gave the Invocation.

PRESENTATION(S)

1. Presentation of the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2021-2022

Assistant City Manager Clayton Fulton presented the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting noting the City has received the award for the past 49 consecutive years and is one of only 15 Texas cities to receive the award. He recognized and thanked Managing Director of Finance Paul Brown and his staff for all their hard work to achieve this award.

2. Presentation and acceptance of the Annual Comprehensive Financial Report (ACFR) by FORVIS LLC

Assistant City Manager Clayton Fulton introduced FORVIS auditing firm Senior Manager Josh Finley who noted the audit's completion a month and half earlier than last year. Mr. Finley provided an overview of the FY 2023 Audit including the audit scope and results, future pronouncements, and financial overview. Mr. Finley stated the city received unmodified "clean" opinions and also noted implementation of GASB 96. He also noted accounting updates with GASB 101 and GASB 102 that will be effective fiscal year end September 30, 2025. Mr. Finley noted the increasing challenges of cybersecurity and the importance of staying diligent. He reviewed the General Fund unassigned balance and the TMRS Pension Fund noting a healthy balance.

CONSENT AGENDA

3. Consider approval of the minutes for the February 13, 2024 City Council meetings
4. Consider Ordinance 2559, second reading, amending Chapter 24 by adding a sentence to Section 24-127; prohibiting parking in a certain area on Redbud Drive near Brown Trail
5. Consider Ordinance 2560, second reading, amending the City of Hurst Code of Ordinances by adding a new Division 7 to Chapter 5 Building Regulations, regulating fencing and screening wall requirements

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

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks
No: None

PUBLIC HEARING(S) AND RELATED ITEM(S)

6. Conduct a public hearing and consider Ordinance 2561, first reading, SITE-2023-00012 Mobile C-Store and Liquor, a site plan revision and Special Use Permit for Packaged Alcohol Sales on Lot 1, Block 1 Hunters Glen Addition, being .99 acre located at 1635 Precinct Line Road

Mayor Wilson announced the public hearing to consider Ordinance 2561, first reading, SITE-2023-00012 Mobile C-Store and Liquor, a site plan revision and Special Use Permit for Packaged Alcohol Sales on Lot 1, Block 1 Hunters Glen Addition, being .99 acre located at 1635 Precinct Line Road and noted the applicant requests this item be continued to the March 12, 2024 City Council meeting.

Councilmember Shepard moved to continue this item to the March 12, 2024 City Council meeting. Motion seconded by Councilmember Waldron. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks
No: None

7. Conduct a public hearing and consider Ordinance 2562, first reading, SITE-2024-00020 Mission Town Square, a site plan revision for signage only on Lot 1, Block A Eden Town Square Addition, being 5.046 acres located at 760 West Bedford Eules Road

Mayor Wilson announced the public hearing to consider Ordinance 2562, first reading, SITE-2024-00020 Mission Town Square, a site plan revision for signage only on Lot 1, Block A Eden Town Square Addition, being 5.046 acres located at 760 West Bedford Eules Road and recognized Executive Director of Planning and Development Michelle Lazo who reviewed the proposed monument sign relocation to the shared median at the intersection of Bedford Eules Road.

There being no one to speak, Mayor Wilson closed the public hearing.

Councilmember Brotherton moved to approve Ordinance 2562, first reading, SITE-2024-00020 Mission Town Square, a site plan revision for signage only. Motion seconded by Councilmember McKenzie. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks
No: None

8. Conduct a public hearing and consider Ordinance 2563, first reading, replacing Subsection 27-21 (e)(8) Corner Lots in Residential Districts

Mayor Wilson announced the public hearing to consider Ordinance 2563, first reading, replacing Subsection 27-21(e)(8) corner lots in residential districts and recognized Executive Director of Planning and Development Michelle Lazo who noted numerous Zoning Board of Adjustment cases due to current guidelines in the sign ordinance. She stated the proposed ordinance will provide additional clarity on corner lots regarding setback and also gives staff flexibility to do what works for an individual lot.

There being no one to speak, Mayor Wilson closed the public hearing.

Councilmember McKenzie moved to approve Ordinance 2563, first reading, amending Chapter 27 of the Hurst Code of Ordinance. Motion seconded by Councilmember Waldron. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks
No: None

OTHER BUSINESS

9. Consider authorizing the city manager to purchase new booking management software for the Hurst Conference Center

Executive Director of Economic Development Chris Connolly reviewed the proposed contract for booking management software noting the existing software has been in place since the conference center opened and has released a new pricing structure that will implement an annual increase that is not sustainable. He stated the proposed system will work well with the current booking needs.

Councilmember Waldron moved to authorize the purchase of the EventPro Booking Software for the Hurst Conference Center in an amount of \$28,915 for the first year, which includes the one-time implementation fees, and \$23,640 fixed rate for the next two years. Motion seconded by Councilmember Shepard. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks

No: None

10. Consider authorizing the city manager to enter into an engineering services contract with Thomas Hoover Engineering, LLC for 2024 Miscellaneous Drainage Improvements on Hickory Court, Hurstview Drive, and Lookout Trail

Executive Director of Public Works Greg Dickens reviewed the proposed engineering services contract noting the proposed projects include Hickory Court, Hurstview Drive, and Lookout Trail. He reviewed the drainage issues and project details and stated staff believes Thomas Hoover Engineering, LLC, whom the city has had successful contracts with in recent years can handle the projects.

Councilmember McKenzie moved to authorize the city manager to execute the Engineering Services Contract with Thomas Hoover Engineering, LLC for 2024 Miscellaneous Drainage Improvements on Hickory Court, Hurstview Drive, and Lookout Trail, for a total fee not to exceed \$39,975. Motion seconded by Councilmember Brotherton. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks

No: None

11. Consider authorizing the city manager to proceed with the City Hall furniture, fixtures, and equipment project using approved vendors

Assistant City Manager Malaika Marion Farmer reviewed the proposed item noting Council approval for the City Hall security and access enhancement project at their last meeting. She stated the proposed item will provide needed furniture, fixtures, and equipment at various areas throughout City Hall for more functionality and reorganization.

Councilmember Brotherton moved to authorize the city manager to proceed with the City

Hall furniture, fixtures, and equipment project using approved vendors for an amount not to exceed \$75,000. Motion seconded by Councilmember Waldron. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks

No: None

12. Consider authorizing the city manager to enter into an annual agreement with Sugar Pine Productions with the option to renew for four additional twelve-month periods

Public Information Officer Kara McKinney reviewed the proposed annual agreement with Sugar Pine Productions noting this will expand the current partnership and allow additional use of video to promote programs, events, recruitment, and more. She stated the annual contract provides for one long-form 3-minute video and three 30 to 90-second social media videos each month. Ms. McKinney reviewed the goals to creatively communicate progress and showcase Hurst.

Councilmember Waldron moved to authorize the city manager to enter into an annual agreement with Sugar Pine Productions with the option to renew for four additional twelve-month periods. Motion seconded by Councilmember Shepard. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks

No: None

13. Consider approval of the Order of Cancellation of the May 4, 2024 General Election and declare each unopposed candidate elected

Mayor Wilson noted no one drew an opponent so this item will cancel the election.

Councilmember Shepard moved to approve the Order of Cancellation of the May 4, 2024 General Election and declare each unopposed candidate elected. Motion seconded by Councilmember Waldron. Motion prevailed by the following vote:

Ayes: Councilmembers Brotherton, Shepard, McKenzie, Waldron and Meeks

No: None

14. Review of upcoming calendar items – City Manager Clay Caruthers reviewed the Future Event Calendar.
15. City Council Reports - Items of Community Interest – Councilmember Waldron commended Republic Waste for recent service he received.

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

RECOGNIZED. CITIZEN COMMENTS ARE LIMITED TO A MAXIMUM OF 3 MINUTES PER SPEAKER

Mayor Wilson recognized the following individuals:

Ashley Garden, 1701 Brown Trail who expressed concerns regarding safety issues and the need for traffic enforcement at Brown Trail and Pleasantview Drive noting a vehicle recently ran into their home and a pedestrian has also been struck at this location.

Emily Hester, Youth-in-Government participant who stated she was present to learn more about government and how it works.

ADJOURNMENT – The meeting adjourned at 7:19 p.m.


APPROVED this the 12th day of March 2024.

ATTEST:



Rita Frick, City Secretary

APPROVED:



Henry Wilson, Mayor