

Minutes
Hurst City Council
Work Session
Tuesday, February 27, 2024

On the 27th day of February 2024, at 5:39 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
Gary N. Waldron)	Mayor Pro Tem
Cathy Brotherton)	Councilmembers
Cindy Shepard)	
Jon McKenzie)	
Jimmy Meeks)	
Clay Caruthers)	City Manager
Natalie Gullo)	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
Kyle Gordon)	Executive Director of Community Services
Steve Niekamp)	Police Chief
Paul Brown)	Managing Director of Fiscal Services
Shelly Klein)	Assistant to the City Manager
Kara McKinney)	Public Information Officer

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 5:39 p.m.

II. Informational Items

- **Update and discussion of upcoming Calendar Items** – City Manager Clay Caruthers noted the upcoming Ribbon Cutting for James Provision, Saturday, March 2 at 11:00 am. Staff also advised of activities for the April 8 Eclipse. City Manager Caruthers also noted a drone delivery company that may be flying in Hurst city limits and a business owner that may attend the Council meeting regarding code compliance.
- **Staff Update and discussion of police reporting and Police Department’s presentation of Annual Racial Profiling Report** – Police Chief Steve Niekamp presented the Annual Racial Profiling Report noting the percentages have pretty much stayed the same from last year. He noted reporting requirements regarding

population and how activity levels look based on population versus actuals. In response to Council questions, Chief Niekamp reviewed police limitation in gathering correct race information.

III. Update and discussion of Regular Agenda Items

IV. Discussion of Agenda Item(s) 2

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

Assistant City Manager Clayton Fulton reviewed the criteria to receive the Government Finance Offices Association's (GFOA) Certificate of Achievement for Excellence in Finance Reporting for Fiscal Year 2021-2022 and noted Hurst has received this award for the past 49 consecutive years and is only one of 15 Texas cities to receive the award. He introduced FORVIS auditing firm Senior Manager Josh Finley and stated a full presentation of the audit will be provided during the regular meeting. Mr. Finley briefed Council on the highlights of the audit expressing appreciation for staff's hard work and stated the city received an unmodified opinion.

V. Discussion of Agenda Item(s) 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

City Manager Clay Caruthers briefed Council on the proposed ordinance, on second reading, noting section (d) was deleted on first reading and staff is recommending Council approve on second reading with the deletion. He stated if Council wanted to continue discussions on philosophy of fencing materials they could at the Strategic Planning meeting or another date.

VI. Discussion of Agenda 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

City Manager Clay Caruthers stated the applicant has asked for a continuation of this item to the March 12, 2024 Council meeting. He stated the Planning and Zoning Commission recommended denial of the request for additional square footage for packaged alcohol sales.

VII. Discussion of Agenda Item(s) 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 Euless Road

Executive Director of Planning and Development Michelle Lazo briefed Council on the proposed monument sign relocation to the shared median at the intersection of Bedford

Eules Road.

VIII. Discussion of Agenda Item(s) 8

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

Executive Director of Planning and Development Michelle Lazo briefed Council on the proposed amendment noting the 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 what works for an individual lot.

IX. Discussion of Agenda Item(s) 9

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

Executive Director of Economic Development Chris Connolly briefed Council on 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. City Manager Caruthers noted staff is still working with the attorney regarding a venue question in the contract and will not sign the contract until the attorney is satisfied.

X. Discussion of Agenda Item(s) 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

City Manager Clay Caruthers briefed Council on the proposed engineering services contract noting the proposed projects include Hickory Court, Hurstview Drive, and Lookout Trail. He stated Thomas Hoover Engineering, LLC, will provide the design work and that Greg will also bring an amendment to include an additional project on the other end of Hurst.

XI. Discussion of Agenda Item(s) 11

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

City Manager Clay Caruthers briefed Council on the proposed item noting Council approval for the City Hall security and access enhancement project a couple of meetings ago. He stated the proposed item will provide needed furniture, fixtures, and equipment at various areas throughout City Hall and noted which areas would receive the items.

XII. Discussion of Agenda Item(s) 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

City Manager Clay Caruthers briefed Council on the proposed annual agreement with Sugar Pine Productions noting this will expand the current partnership and allow additional use of video to promote the City in a more modern way of communication.

XIII. Discussion of Agenda Item(s) 13

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

City Manager Caruthers noted this item will cancel the election and declare the unopposed candidates elected.


XIV. ADJOURNMENT – Mayor Wilson adjourned the Work Session at 6:20 p.m.

APPROVED this the 12th day of March 2024.

ATTEST:


Rita Frick, City Secretary

APPROVED:


Henry Wilson, Mayor