



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, April 15, 2024 at 6:00 PM
City Hall, 321 N. Main Street**

A Meeting of the Hutchins City Council was held on Monday, April 15, 2024, with Work Session beginning at 6:00 p.m. and a Regular Meeting beginning at 6:30 p.m. at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items were discussed and considered.

A. WORK SESSION

- 1. Discuss and consider which firm to lead the rebranding project. Presented by: Katherine Lindsey, Assistant to the City Administrator**

Mayor Vasquez opened the Work Session at 6:00 p.m. with all members of the council present.

City Administrator James Quin summarized the firms previously interviewed by the city council. He told the council that the chosen firm would attend the council retreat. During the retreat, the council will discuss the rebranding project and updating Google searches.

B. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

- 2. Roll Call by Mayor and announce a Quorum**

Mayor Vasquez called the meeting to order at 6:30 p.m. and announced a quorum.

PRESENT

Mario Vasquez
Steve Nichols
Brenda Campbell
Dominic Didehbani
Raymond Elmore
Demarcus Odom

C. INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. James Spence gave the invocation and Councilmember Odom led the Pledge of Allegiance.

D. CITIZEN COMMENTS - None

E. CONSENT AGENDA - None

F. PRESENTATIONS

- 3. Presenting the Fire Department Annual Report for 2023 Presented by: Stacey Hickson, Fire Chief**

Chief Stacey Hickson provided the Fire Department Annual Report and answered questions.

4. National Police Week 2024 honoring Law Enforcement Presented by: Steve Perry, Police Chief

Mayor Vasquez presented the Hutchins Police Department with a Resolution in honor of National Police Week.

G. PUBLIC HEARINGS

5. Conduct a Public Hearing and consider action regarding a request for a 4B project at 101 S IH 45 Suite 1. Presented by Guy Brown, HEDC Executive Director

HEDC Executive Director Guy Brown presented the item and introduced Estella Hernandez, representing Pete's Café. Ms. Hernandez provided a brief history of Pete's Café and explained the outline of the restaurant. She stated the restaurant will be hiring 16-20 employees and they are looking to hire local residents.

5A. Open the Public Hearing and receive comments

Mayor Vasquez opened the public hearing at 6:55 p.m. With there being no public comments, Mayor Vasquez closed the public hearing at 6:56 p.m.

5B. Discuss and consider Resolution R2024-04-1184 APPROVING A 4B PROJECT FOR THE PURPOSE OF INFRASTRUCTURE IMPROVEMENTS FOR PROPERTY LOCATED AT 101 SOUTH INTERSTATE 45, SUITE 1, HUTCHINS, TEXAS; AUTHORIZING THE HEDC EXECUTIVE DIRECTOR TO EXECUTE THE FINAL AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Didehbani made the motion seconded by Councilmember Elmore to approve Resolution R2024-04-1184. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

6. Conduct a Public Hearing and consider action regarding a request for a 4B project at 102 W. Palestine. Presented by Guy Brown, HEDC Executive Director

HEDC Executive Director Guy Brown presented the item and introduced Miriam Carmona, owner of Marigold's Flowers. Mr. Brown explained that the applicant recently revised her request to \$3,400 to cover additional expenses.

6.A. Open Public Hearing and receive comments.

Mayor Vasquez opened the public hearing at 7:03 p.m. With there being no public comments, Mayor Vasquez closed the public hearing at 7:04 p.m.

6.B. Discuss and consider Resolution R2024-04-1185 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING A 4B PROJECT FOR THE PURPOSE OF INFRASTRUCTURE IMPROVEMENTS FOR PROPERTY LOCATED AT 102 WEST PALESTINE STREET, HUTCHINS, TEXAS; AUTHORIZING THE HEDC EXECUTIVE DIRECTOR TO EXECUTE THE FINAL AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2024-04-1185 with an amended amount of \$3,400. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

H. REGULAR AGENDA - *As authorized by Section 551.071 of the Texas Government Code, the City Council reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

7. Discuss and consider all matters incident and related to the issuance of the “City of Hutchins, Texas, Tax Note, Series 2024,” including the adoption of Ordinance 2024-1191 authorizing the issuance of such tax note. Presented by: Maria Joyner, Director of Finance

Director of Finance Maria Joyner explained the project items that will be covered by the tax note and a summary of the reimbursement resolution approved by the council in December 2023. Jim Sabonis, Hilltop Securities, presented the details of the competitive bids for tax notes, the number of bids received, and interest rates.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Ordinance 2024-1191 with an amended amount of \$3,400. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

8. Discuss and consider Resolution R2024-04-1189 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE THE TERMS AND CONDITIONS OF AN AGREEMENT BY AND BETWEEN THE CITY AND _____ FOR PROFESSIONAL SERVICES FOR THE REBRANDING INITIATIVE; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Katherine Lindsey, Assistant to the City Administrator

Councilmember Odom made the motion seconded by Councilmember Didehbani to approve Resolution R2024-04-1189 with Brandera for the rebranding initiative. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

9. Authorize the City Administrator to execute all necessary contract documents with Big Sky Construction Company, Inc. for the construction of the City Hall facilities in an amount not to exceed a contract sum of \$14,050,000.00 with a contingency in the amount of \$750,000.00. Presented by: James Quin, City Administrator

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell authorizing the City Administrator to execute all necessary contract documents with Big Sky Construction Company, Inc. for the construction of the City Hall facilities in an amount not to exceed a contract sum of \$14,050,000 with a contingency in the amount of \$750,000. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

- 10. Discuss and consider Resolution R2024-04-1186 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE WATERLINE REPLACEMENT PROJECT IN THREE LOCATIONS; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE APPARENT LOW BIDDER S-CO INCORPORATED, IN AN AMOUNT NOT TO EXCEED \$579,078.59; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Mamun Yusuf, Director of Public Works**

Councilmember Campbell made the motion seconded by Mayor Pro Tem Nichols to approve Resolution R2024-04-1186 with low bidder S-Co Incorporated. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

- 11. Discuss and consider Resolution R2024-04-1187 approving and authorizing the City Administrator to negotiate and execute the terms and conditions of the agreement for professional services between the City of Hutchins and Schaumburg and Polk Inc., for the Chatman Street Paving Replacement Project for an amount not to exceed \$139,500.00. Presented by: Mamun Yusuf, Director of Public Works**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2024-04-1187. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

- 12. Discuss and consider Resolution R2024-04-1188 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, RESCHEDULING THE MAY 6, 2024, REGULAR CITY COUNCIL MEETING TO MAY 13, 2024, AND CANCELLING THE MAY 20, 2024, REGULAR CITY COUNCIL MEETING; AND PROVIDING AN EFFECTIVE DATE. Presented by: Cynthia Olguin, City Secretary**

Councilmember Elmore made the motion seconded by Councilmember Campbell to approve Resolution R2024-04-1188. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom

Voting Nay: None

- 13. Discuss and consider Ordinance 2024-04-1189 OF THE CITY OF HUTCHINS, TEXAS, AMENDING ORDINANCE 2023-1179 WHICH ADOPTED THE OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; PROVIDING AMENDED APPROPRIATIONS FOR ALL OF THE FUNDS OF THE CITY; AUTHORIZING THE CITY ADMINISTRATOR TO MAKE ADJUSTMENTS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. Presented by: Maria Joyner, Director of Finance**

Councilmember Elmore made the motion seconded by Mayor Pro Tem Nichols to approve Ordinance 2024-04-1189. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus

Odom
Voting Nay: None

- 14. Discuss and consider Ordinance 2024-04-1190 OF THE CITY OF HUTCHINS, TEXAS, AMENDING ORDINANCE NO. 2023-1180 WHICH ADOPTED THE OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, BY APPROVING ADDITIONAL APPROPRIATIONS FOR THE FUNDING OF THE HUTCHINS ECONOMIC DEVELOPMENT CORPORATION; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Maria Joyner, Director of Finance**

Councilmember Elmore made the motion seconded by Councilmember Campbell to approve Ordinance 2024-04-1190. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom
Voting Nay: None

I. ITEMS OF COMMUNITY INTEREST

15. City Secretary Olguin announced the items of community interest.

J. ADJOURN

Motion made by Councilmember Elmore, seconded by Councilmember Campbell to adjourn the meeting. The meeting was adjourned at 7:44 PM.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore, Demarcus Odom
Voting Nay: None

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 3rd DAY OF JUNE 2024.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary