



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, April 01, 2024 at 5:30 PM
City Hall, 321 N. Main Street**

A meeting of the Hutchins City Council was held on Monday, April 1, 2024, with a Work Session beginning at 5:30 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. Conduct an interview with Pavlik and Associates, L.P. in relation to choosing a firm to conduct the Rebranding Initiative. Presented by: Katherine Lindsey, Assistant to the City Administrator and Pavlik and Associates, L.P.**

Linda Pavlik from Pavlik and Associates presented a proposed branding initiative. She presented projects her firm has completed for other surrounding cities and provided a brief description of how the project would move forward. The council discussed their concerns, including the timeline, improving Google search results, and changing the city's image.

B. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

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

Present

Mayor Mario Vasquez
Mayor Pro Tem Steve Nichols
Councilmember Brenda Campbell
Councilmember Dominic Didehbani
Councilmember Raymond Elmore

Absent

Councilmember Demarcus Odom

C. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem Nichols gave the invocation and Councilmember Campbell led the Pledge of Allegiance.

D. CITIZEN COMMENTS - None

- E. CONSENT AGENDA - All items presented in the Consent Agenda require no deliberation by the Council. Each Council member has the opportunity of removing an item from this agenda so that it may be considered separately.**

- 2. Consider approval of city council meeting minutes for February and March 2024. Presented by: Cynthia Olguin, City Secretary**

Motion made by Mayor Pro Tem Nichols and seconded by Councilmember Campbell to approve the consent agenda as presented. All in favor, the motion passed.

Voting Yea: Brenda Campbell, Dominic Didehbani, Raymond Elmore, Steve Nichols
Voting Nay: 0

F. PRESENTATIONS

3. Proclamation recognizing April 11th through the 17th as National Telecommunicator Week Presented by: Steve Perry, Police Chief

Chief Perry recognized telecommunications dispatcher Kelsie Cangelose for her outstanding work dealing with a barricaded person situation. Mayor Vasquez presented Chief Perry with a Proclamation in recognition of Telecommunicator Week.

4. Witt Road presentation by Dan Gallegher of Kimley-Horn by: Robert McWayne

Assistant Public Works Director McWayne introduced Dan Gallegher to provide his presentation to the council. Dan Gallegher, P.E., Kimley-Horn, 2600 N. Central Expressway, Richardson, Texas, presented his proposal for the Witt Road project located in the City of Dallas. The changes would include a concrete road with ingress/egress onto Lancaster-Hutchins Road with no left turn onto Lancaster-Hutchins Road and continued asphalt from Lancaster-Hutchins Road to Adessa. Witt Road will extend to Blanco but the developer will be responsible for extending improvements. A TIA has been completed and will be forwarded to city staff. The City of Dallas will need to dedicate the Right of Way to the City of Hutchins.

City staff will be proposing an amendment to the Code of Ordinance for truck zones.

5. Review agenda topics for the May 17, 2024, city council retreat. Presented by James Quin, City Administrator

City Administrator Quin provided the council with a draft agenda for the upcoming city council retreat and asked council members to provide feedback or topics of discussion.

G. PUBLIC HEARINGS

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.*

6. Discuss and consider Resolution R2024-04-1181 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE FIRE CHIEF TO APPLY FOR THE ASSISTANCE TO FIREFIGHTERS GRANT FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR THE FY 2024/2025 ASSISTANCE TO FIREFIGHTERS GRANT. Presented by: Stacey Hickson, Fire Chief

Motion made by Councilmember Didehbani and seconded by Councilmember Elmore to approve Resolution R2024-04-1181. All in favor, the motion passed.

Voting Yea: 4 Brenda Campbell, Dominic Didehbani, Raymond Elmore, Steve Nichols.
Voting Nay: 0

7. **Discuss and consider Resolution R2024-04-1182 OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE E. CLEVELAND STREET 18” WASTEWATER RELIEF LINE PROJECT; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE APPARENT LOW BIDDER ATKINS BROTHERS EQUIPMENT COMPANY INC, IN AN AMOUNT NOT TO EXCEED \$612,000.00; AND PROVIDING FOR AN EFFECTIVE DATE** Presented by: Robert McWayne

Motion made by Councilmember Elmore and seconded by Mayor Pro Tem Nichols to approve Resolution R2024-04-1182. All in favor, the motion passed.

Voting Yea: 4 Brenda Campbell, Dominic Didehbani, Raymond Elmore, Steve Nichols.
Voting Nay: 0

8. **Neighborhood watch program signage** Presented by: Steve Perry, Police Chief, Driek Whitted Police Officer, Jennifer Cristobal Police Officer

Chief Perry, along with Officers Whitted and Cristobal, provided an update to the council regarding the signage for the Neighborhood Crime Watch Program. A total of sixty signs have been ordered, with forty-eight locations identified throughout the city. Additional signage will be placed in high-crime areas. Officer Whitted shared information about the neighborhood watch meetings that he hosts at the Public Safety Building, and Officer Cristobal conducts meetings with the Quail Run Community in their Community Room.

9. **Discuss and consider Resolution R2024-04-1183 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE THE TERMS AND CONDITIONS OF THE AGREEMENT BY AND BETWEEN THE CITY AND BIG SKY CONSTRUCTION COMPANY INC. FOR CONSTRUCTION SERVICES FOR CITY HALL; AND PROVIDING FOR AN EFFECTIVE DATE.** Presented by: James Quin, City Administrator

Motion made by Councilmember Elmore and seconded by Councilmember Didehbani to approve Resolution R2024-04-1183. All in favor, the motion passed.

Voting Yea: 4 Brenda Campbell, Dominic Didehbani, Raymond Elmore, Steve Nichols.
Voting Nay: 0

I. EXECUTIVE SESSION

10. **The City Council shall convene into Executive Session in accordance with Section 551.074, PERSONNEL MATTERS Deliberate the evaluation of the City Administrator**

Mayor Vasquez moved into Executive Session at 7:17 p.m.

J. RECONVENE INTO REGULAR SESSION

11. **Take action, if any, as a result of the Executive Session.**

The council reconvened into Regular Session at 7:40 p.m.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to extend the City Administrator's contract for two years with a five percent increase. All in favor, the motion passed.

Voting Yea: 4 Brenda Campbell, Dominic Didehbani, Raymond Elmore, Steve Nichols.
Voting Nay: 0

K. ITEMS OF COMMUNITY INTEREST

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

L. ADJOURN

Motion made by Councilmember Elmore, seconded by Mayor Pro Tem Nichols to adjourn the meeting. The meeting was adjourned at 7:41 PM.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Raymond Elmore,
Voting Nay: 0

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