



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, March 16, 2026 at 5:15 PM
City Hall - Council Chamber, 400 N. JJ Lemmon Road**

A Work Session and a Regular Meeting of the Hutchins City Council was held on Monday, March 16, 2026, at Hutchins City Hall Council Chambers, 400 N. JJ Lemmon Road, Hutchins, Texas, at which time the following items will be discussed and considered.

A. WORK SESSION 5:15 p.m.

1. Presentation by Stephen Cook with Dunaway. Presented by: Chief Building Official Blake Moore

Mayor Pro Tem opened the Work Session at 5:15 pm with Councilmembers Campbell, Elmore and Rodriguez in attendance.

Stephen Cook, Director of Planning for Dunaway Associates, presented an overview of proposed updates to the City's Zoning and Subdivision Ordinances as part of the Comprehensive Plan adopted last year.

Mr. Cook explained that the revisions are intended to modernize and clarify development regulations, improve usability for staff and applicants, streamline approval processes, and ensure compliance with current state and federal laws. The Planning and Zoning Commission has served as a steering committee throughout the update process.

Key changes include updated land-use definitions, improved ordinance organization, revised platting procedures and timelines, administrative approval for certain minor plats, updated development standards, and additional regulations for specific uses. A new single-family zoning district with a minimum 6,000-square-foot lot size was also introduced as an optional housing tool. All changes are subject to Council approval.

The item was presented during a work session to allow Council review and provide feedback before scheduling public hearings and a final ordinance for council consideration.

B. REGULAR MEETING 6:30 p.m.

C. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

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

PRESENT

Mayor Pro Tem Steve Nichols
Councilmember Brenda Campbell
Councilmember Raymond Elmore
Councilmember America Rodriguez

ABSENT

Mayor Mario Vasquez
Councilmember Demarcus Odom

D. INVOCATION AND PLEDGE OF ALLEGIANCE

Councilmember Campbell gave the invocation, and Councilman Elmore led the pledge of allegiance.

E. CITIZEN COMMENTS –

Sue Wolf, 104 Pacific, Hutchins, spoke regarding former Mayor pictures displayed at City Hall.

F. PRESENTATIONS

2. Annual Financial Audit Report. Presented by: Maria Joyner, Director of Finance

Director of Finance Maria Joyner shared that the presentation would be postponed because the auditors have not completed their review. The review started late and is running behind, but the auditors are working to meet the new reporting deadline of March 31.

City Administrator Quin stated the deadline is March 27. Ms. Joyner confirmed that she was notified last week of the deadline date and expects to hear from the auditors tomorrow regarding their availability next week. A special meeting will be scheduled once confirmed.

4. Discuss the Langdon Project with Bill Pletch. Presented by: Chief Building Official Blake Moore

Building Official Blake Moore presented a summary and introduced Bill Pletch. Mr. Pletch provided an update on the development project located off Langdon Road. Mr. Pletch explained that permits were obtained eleven months ago for a project originally planned to include ten buildings. Progress has been delayed due to county restrictions prohibiting larger trucks from using the roadway, requiring the use of smaller trucks to remove and replace dirt at the site.

Mr. Pletch reported ongoing negotiations with the County to allow larger trucks access through either a roadway repair agreement or a temporary permit. The proposed agreement would include the developer funding road improvements, with funds placed in escrow for future roadway overlay work. County approval is currently pending.

He stated that approximately two feet of fill has been completed, with an estimated seventeen feet remaining. If larger trucks are approved, site work could be completed more quickly, allowing construction of the planned warehouse development to proceed.

Mr. Pletch also shared preliminary plans for future development in the area, including warehouse facilities for small businesses and potential negotiations with an international concrete company interested in constructing a batch plant, which could provide additional tax revenue for the City.

Council discussion followed regarding project progress and ongoing delays. No action was taken.

5. Savvy Citizen Presentation. Presented by Stacey Hickson, Fire Chief

Chief Hickson gave a presentation on the services provided by Savvy Citizen and shared how residents can enroll to receive notifications.

3. Introduce new employees. Presented by Steve Perry, Police Chief

Chief Perry introduced new police hires Danetta Allridge, D'Angelo Wilder, and Natalie Turner.

G. PUBLIC HEARINGS

6. **A. Conduct a public hearing, discuss and consider a request by John Gonzales with RTG Capital for a Rezone from Highway Commercial (HC) to Light Industrial (LI) for Tract 49, 10.4903 acres in the William Gatlin ABST, Tract 18.2, 7.8516 acres in the Thomas Freeman ABST, Tract 48, 5.00 acres in the William Gatlin ABST, commonly addressed as 1300, 904 & 1310 S IH 45.**

Building Official Blake Moore presented the item for a proposed rezoning request for property off I-45 from Highway Commercial to Light Industrial to better accommodate future low-intensity industrial tenants, including contractor and service-based businesses with limited outdoor storage and minimal traffic or nuisance impacts. They are proposing fencing and gate systems, architectural metal work, decorative concrete and masonry products, shade structures, roofing systems, and similar light industrial operations. As part of the request, the applicant has committed to property improvements, maintenance, landscaping enhancements, and continued upkeep of the existing paved frontage and parking areas.

The applicant has also agreed to annex portions of the property into the City and replat the site into one lot. A variance request will be submitted to the Zoning Board of Adjustment to allow truck lanes and loading areas without paving the entire site.

B. Open Public Hearing & Receive Comment.

Mayor Pro Tem Nichols opened the public hearing at 7:07 p.m.

There were no registered speakers. Mayor Pro Tem Nichols closed the public hearing at 7:08 p.m.

7. **A. Conduct a public hearing, discuss and consider a request by John Gonzales with RTG Capital for a SUP request to allow “Motor Freight Company/Terminal; Heavy Machinery Sales/Storage; Truck Sales & Storage; Low Risk Industrial Manufacturing Not Wholly Enclosed Within A Building; Low Risk Industrial Manufacturing Wholly Enclosed Within A Building” in the Light Industrial District for Tract 49, 10.4903 acres in the William Gatlin ABST, Tract 18.2, 7.8516 acres in the Thomas Freeman ABST, Tract 48, 5.00 acres in the William Gatlin ABST, commonly addressed as 1300, 904 & 1310 S IH 45.**

Building Official Blake Moore presented the item and stated this is an additional request submitted by John Gonzalez and RTG for a Specific Use Permit (SUP), contingent on the request for rezoning, that would allow for a potential future tenant, Frederick Companies, a logistics company currently operating in Wilmer. The company is seeking additional space for trucking, warehouse operations, and industrial storage related to data center construction materials, including cabling and wiring storage through a third-party logistics provider.

The SUP, approved by the Planning and Zoning Commission on February 16, consolidates permitted uses under one request, including motor freight terminal operations, heavy machinery sales and storage, truck sales and storage, and low-risk industrial manufacturing uses both enclosed and not wholly enclosed within a building.

B. Open Public Hearing and Receive Comment.

Mayor Pro Tem Nichols opened the public hearing at 7:09.

There were no registered speakers. Mayor Pro Tem Nichols closed the public hearing at 7:10 p.m.

C. Discuss and consider an ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE CITY OF HUTCHINS, TEXAS; GRANTING A CHANGE IN ZONING FROM HIGHWAY COMMERCIAL (HC) TO LIGHT INDUSTRIAL (LI) AND ALLOWING SPECIFIC USE PERMITS WITHOUT SPECIAL CONDITIONS ON THREE (3) TRACTS OF LAND WITH TRACT 2 CONSISTING OF ±10.4903 ACRES OF LAND SITUATED IN THE WILLIAM GATLIN SURVEY, ABSTRACT NO. 499, DALLAS COUNTY, TEXAS AND BEING A TRACT OF LAND CONVEYED TO T.S. MILLER LTD., RECORDED IN VOLUME 98237, PAGE 5044, DEED RECORDS, DALLAS COUNTY TEXAS; TRACT 3 CONSISTING OF ±5.000 ACRES OF LAND SITUATED IN THE WILLIAM GATLIN SURVEY ABST. NO. 499, DALLAS COUNTY, TEXAS, AND BEING PART OF A CERTAIN TRACT OF LAND AS DESCRIBED IN DEED TO T.F. CAMPBELL, RECORDED IN VOLUME L, PAGE 412 OF THE DEED RECORDS OF DALLAS COUNTY TEXAS; TRACT 4 CONSISTING OF ±7.8516 ACRES OF LAND SITUATED IN THE THOMAS FREEMAN SURVEY, ABSTRACT NO. 453, AND THE WILLIAM GATLIN SURVEY, ABSTRACT NO. 499, AND SAID TRACT OF LAND BEING A PART OF TRACTS 1 AND 3 IN A WARRANTY DEED CONVEYED TO J.R. Presented by Blake More, Chief Building Official.

Ordinance 2026-03-1221

Councilmember Elmore made the motion seconded by Councilmember Rodriguez to approve Ordinance 2026-03-1221. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

- 8. A. Conduct a Public Hearing, discuss and consider a request by the City of Hutchins for a replat of the Hutchins Addition, Lot 1R Block A, 7.340 tract of land in the Benjamin Matthews Survey ABST NO. 898 located East of N JJ Lemmon Road, North of Kanady Street commonly described as 800 North Denton Street. Presented by Blake Moore, Chief Building Official**

Building Official Blake Moore presented the item.

B. Open Public Hearing and Receive Comment.

Mayor Pro Tem Nichols opened the public hearing at 7:12.

There were no registered speakers. Mayor Pro Tem Nichols closed the public hearing at 7:13 p.m.

C. Discuss and consider a request by the City of Hutchins for a replat of the Hutchins Addition, Lot 1R Block A, 7.340 tract of land in the Benjamin Matthews Survey ABST NO. 898 located East of N JJ Lemmon Road, North of Kanady Street commonly described as 800 North Denton Street.

Councilmember Rodriguez made the motion seconded by Councilmember Rodriguez to approve a replat of the Hutchins Addition at 800 N. Denton. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

- 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.**

9. Discuss and consider appointments to the Hutchins Animal Services Advisory Commission. Presented by: Cynthia Olguin, City Secretary

City Secretary Olguin presented the item.

Councilmember Elmore made the motion seconded by Councilmember Campell to appoint Dr. Caroline Brown, Steve Nichols, Margaret Davis, Chad Chamberlain and Vanessa Guevara to the Animal Services Advisory Commission for two (2) year terms. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

Councilmember Rodriguez made a motion seconded by Councilmember Campbell to appoint Margaret Davis as Chairperson to the Animal Services Advisory Commission. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

Councilmember Elmore made the motion seconded by Councilmember Rodriguez to appoint Steve Nichols as Vice Chairperson to the Animal Services Advisory Commission. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

**10. Discuss and consider a Resolution AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT, BY AND BETWEEN THE CITY OF HUTCHINS AND ECS SOUTHWEST, LLP, IN AN AMOUNT NOT TO EXCEED \$161,065.00, FOR CONSTRUCTION MATERIALS TESTING AND OBSERVATION SERVICES FOR THE CITY'S NEW RECREATION CENTER AND LIBRARY. Presented by Blake Moore, Chief Building Official
Resolution R2026-03-1332**

Councilmember Elmore made the motion, seconded by Councilmember Campbell to approve Resolution R2026-03-1332. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

**11. Discuss and consider a Resolution AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT, BY AND BETWEEN THE CITY OF HUTCHINS AND SAFE BUILT TEXAS, LLC, IN AN AMOUNT NOT TO EXCEED \$100,000.00 ANNUALLY, FOR PLAN REVIEWS AND INSPECTION SERVICES ON AN AS-NEEDED BASIS. Presented by Blake Moore, Chief Building Official.
Resolution R2026-03-1333.**

Councilmember Campbell made the motion, seconded by Councilmember Elmore to approve Resolution R2026-03-1333. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

12. Discuss and consider a Resolution APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF A MASTER AGREEMENT BETWEEN THE CITY AND KIMLEY-HORN AND ASSOCIATES, INC. ("KIMLEY HORN") FOR THE (1) SPEED SAFETY STUDY ALONG TROUT DRIVE

**FROM DOWDY FERRY ROAD TO WINTERGREEN ROAD AND (2) SIGNAL WARRANT ANALYSIS AT TROUT DRIVE AND DOWDY FERRY ROAD. Presented by Steve Perry, Police Chief
Resolution R2026-03-1334**

Councilmember Rodriguez made the motion, seconded by Councilmember Campbell to approve Resolution R2026-03-1334. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

- 13. Discuss and consider a Resolution AUTHORIZING MEMBERSHIP IN THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FOUR CENTS PER CAPIT TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION. Presented by Katherine Lindsey, Assistant to the City Administrator.
Resolution R2026-03-1335**

Councilmember Rodriguez made the motion, seconded by Councilmember Campbell to approve Resolution R2026-03-1335. All in favor, the motion carried.

For: Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

I. EXECUTIVE SESSION

- 14. Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.**

Mayor Pro Tem Nichols moved the council into Executive Session at 7:34 p.m.

J. RECONVENE INTO REGULAR SESSION

- 15. Action, if any, as a result of Executive Session: Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.**

The council reconvened the Regular Session at 8:00 p.m. with no action taken.

K. ITEMS OF COMMUNITY INTEREST

16. City Secretary Olguin announced the Items of Community Interest.

L. ADJOURN

Councilmember Campbell made the motion, seconded by Councilmember Elmore, to adjourn the meeting at 7:29 p.m. All in favor, the motion carried and meeting was adjourned.

PASSED AND APPROVED BY HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 6th DAY OF APRIL 2026.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary

DRAFT