



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
MINUTES**

**Monday, February 19, 2024 at 6:30 PM  
Hutchins Community Center, 500 W. Hickman St.**

A Regular Meeting of the Hutchins City Council was held on Monday, February 19, 2024, at 6:30 PM located at Hutchins Community Center, 500 W. Hickman St., Hutchins, Texas, at which time the following items were discussed and considered.

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

**1. 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

ABSENT

Demarcus Odom

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilmember Campbell gave the invocation and Councilmember Didehbani led the Pledge of Allegiance.

**C. CITIZEN COMMENTS**

**D. PRESENTATIONS**

**2. Pavilion, Landscaping, and Signage Update by: Ron Hobbs**

Rob Hobbs provided proposed pavilion specifications including lighting, landscaping, and upgrades to include a metal soffit for a smoother ceiling and to eliminate bird nests. The council discussed graffiti resistance coating options, the life span of lighting fixtures, electrical outlets, and parking. The council stressed the need to refurbish the parking lot and add curb stops.

The landscaping plan for the Community Center included bermuda grass and dwarf grass to help soften the look of the building and allow for low maintenance, expand the sidewalk, create a path to the library from the parking lot, and include signage. The EDC landscaping plan included expanding the entry patio and creating a privacy buffer from the street by adding shrubs for screening.

Entryway sign options were presented. The council favored the original sign option that included brass and stone materials.

**E. 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.*

**3. Discuss and consider an appointment to the Atwell Public Library Board. Presented by: Cynthia Olguin, City Secretary**

Motion made by Mayor Pro Tem Nichols and seconded by Councilmember Elmore to appoint Ms. Patriece Brown as a regular member of the Atwell Public Library Board for the remainder of a two-year term expiring in July 2025. All in favor, the motion passed.

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

**4. Discuss and consider crime watch signs. Presented by: Mayor Vasquez**

Mayor Vasquez presented the item and shared a photo of a sign he wanted to propose. The council discussed the signage and agreed to the proposed changes with red lettering.

**5. Witt Road ROW Abandonment Presented by: Robert McWayne**

Interim Public Works Director Robert McWayne presented the item and explained that the City of Dallas is working on creating a 3-lane concrete road that will intersect Lancaster-Hutchins Road. The changes will direct heavy truck traffic onto Lancaster-Hutchins Road which is designated as a no heavy truck zone. Proposed recommendations were presented to the council. The council directed staff to contact the city attorney on how to proceed.

**6. Discuss and consider Resolution R2024-02-1172 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CITY OF HUTCHINS PERSONNEL MANUAL BY AMENDING CHAPTER 3, TITLED "LEAVE", BY ADDING A NEW SECTION 3.14 TITLED "CATASTROPHIC LEAVE" SETTING FORTH REQUIREMENTS FOR CATASTROPHIC LEAVE FOR FULL-TIME EMPLOYEES. Presented by: Karen Steward, HR Director**

Motion made by Mayor Pro Tem Nichols and seconded by Councilmember Elmore to approve Resolution R2024-02-1172. All in favor, the motion passed.

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

**7. Discuss and consider Resolution R2024-02-1174 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING THE AMENDMENT OF THE FY2023-2024 CITY OF HUTCHINS ORGANIZATIONAL CHART; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Karen Steward, HR Director**

Motion made by Mayor Pro Tem Nichols and seconded by Councilmember Campbell approve Resolution R2024-02-1174. All in favor, the motion passed.

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

8. **Discuss and consider Resolution R2024-02-1173 OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH NEWGEN STRATEGIES & SOLUTIONS LLC TO CONDUCT A WATER AND SEWER RATE STUDY. Presented by: Maria Joyner, Director of Finance**

Motion made by Mayor Pro Tem Nichols and seconded by Councilmember Elmore approve Resolution R2024-02-1173. All in favor, the motion passed.

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

9. **Discuss and consider ORDINANCE 2024-02-1188 OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13, TITLED "UTILITIES", BY AMENDING ARTICLE 13.02, TITLED "WATER WORKS," BY AMENDING §13.02.009 TO ADD PROVISIONS FOR PASS-THROUGH CHARGES FOR WATER PURCHASED FROM THE CITY'S SUPPLIERS; BY AMENDING CHAPTER 13, TITLED "UTILITIES", BY AMENDING ARTICLE 13.03, TITLED "SEWER USER CHARGES" BY AMENDING §13.03.002 TITLED "SEWER RATES TO ADD PROVISIONS FOR PASS-THROUGH CHARGES FOR SANITARY SEWER TREATMENT PURCHASED FROM THE CITY'S SUPPLIERS. Presented by: Maria Joyner, Director of Finance**

Motion made by Councilmember Elmore and seconded by Councilmember Didehbani approve Ordinance 2024-02-1188. All in favor, the motion passed.

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

## **F. EXECUTIVE SESSION**

10. **The Hutchins City Council will hold a closed Executive Session pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, in accordance with the authority contained in §551.087. Deliberation regarding economic development negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision to a business prospect: 1) KTN DP TERMINAL CENTER. Presented by: Guy Brown HEDC Executive Director**

Mayor Vasquez convened into executive session at 7:24 p.m.

## **G. RECONVENE INTO REGULAR SESSION**

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

Mayor Vasquez reconvened into regular session at 8:15 p.m.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbel to authorize the City Administrator to negotiate and execute a Chapter 380 Incentive Agreement with KTN DP Terminal waiving 70% of Roadway Impact Fees associated the Project. All in favor, the motion carried.

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

**H. ITEMS OF COMMUNITY INTEREST**

12. City Secretary Olguin announced the items of Community Interest.

**I. ADJOURN**

Motion made by Councilmember Elmore, seconded by Mayor Pro Tem Nichols to adjourn the meeting. The meeting was adjourned at 8:18 PM. All in favor, the motion passed.

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 1st DAY OF APRIL 2024.**

APPROVED:

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Mario Vasquez, Mayor

ATTEST:

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Cynthia Olguin, City Secretary