



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, December 04, 2023 at 6:30 PM
City Hall, 321 N. Main Street**

A Regular Meeting of the Hutchins City Council was held on Monday, December 4, 2023, at 6:30 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items were discussed and considered.

A. INVOCATION AND PLEDGE OF ALLEGIANCE

Resident James Spence gave the invocation and Councilmember Brenda Campbell led the Pledge of Allegiance.

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

Mario Vasquez
Steve Nichols
Brenda Campbell
Dominic Didehbani
Demarcus Odom

ABSENT

Raymond Elmore

C. CITIZEN COMMENTS

Margaret Davis, N. Denton St., spoke regarding Neighborhood Crime Watch Signs and the need to address speeders. Ms. Davis commended the Police Department for visible speed enforcement.

D. PRESENTATIONS

1. Presentation of Donation to the University of North Texas at Dallas.

UNT Dallas Dean Garrett provided an update on the success and high accolades received. The City Council presented Dean Garrett with a \$6,000 donation.

2. Architect Brandstetter Carroll INC will present an update regarding the design of the new City Hall.

City Administrator Quin acknowledged the employee design team present this evening, Wanda Randle, Cathryn Hughes, and Stacey Hickson. Mary Ann Mitchell and Amanda Hager with Brandstetter Carroll Inc. presented a video tour of the proposed city hall and confirmed that the project is on schedule and within budget. Ms. Mitchell confirmed that the greenspace will be graded, but it was not part of the original city hall project and will be completed in Phase 2. Ms.

Mitchell addressed questions regarding the location of the monument sign and confirmed that the widening of JJ Lemmon was taken into consideration. She confirmed the event center will include a room divider; the catering kitchen will be shared when multiple events take place; and confirmed that the windows meet wind ratings as required by the building code requirements.

3. Capital Improvement Projects Update

Interim Public Works Director Robert McWayne provided an update on the ongoing capital projects. The council discussed the need to review options to improve the advertisement of bid projects, the location of restrooms at Campbell Park, the future need for a water tower, and improvements for future debt.

E. CONSENT AGENDA

There were no items on the Consent Agenda.

F. 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.*

4. Discuss and Consider Resolution R2023-1155 approving a professional services agreement with Ron Hobbs Architecture for the design of a 60'X60' multipurpose pavilion.

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to approve Resolution R2023-1155. All in favor, the motion passed.

Voting Yea: 4 – Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom
Voting Nay: 0

5. Discuss and Consider Resolution R2023-1156 approving the contract and purchase of the precast public restrooms from CXT.

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to approve Resolution R2023-1156 approving the contract and purchase of the precast public restrooms from CXT with Napa Valley stone bottom, Oatmeal bluff exterior color, and Horizontal lap on top. All in favor, the motion passed:

Voting Yea: 4 - Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

6. Discuss and Consider UPRR Sidewalk Project

Interim Public Works Director Robert McWayne presented the item for the redesign of the UPRR sidewalk, estimated costs and annual maintenance fees. The council directed staff to proceed with the project.

7. Reconsideration of Purchasing TXDOT Property

The council discussed the purchase of the property. No action was taken.

8. Discuss and consider Resolution R2023-1157 of the City of Hutchins, Casting Its Vote for the Fourth Member of the Board of Directors of the Dallas Central Appraisal District.

Motion made by Councilmember Campbell, seconded by Councilmember Didehbani to approve Resolution R2023-1157 and cast a vote for Steven Nichols for the fourth member of the Board of Directors of the Dallas Central Appraisal District. All in favor, the motion passed.

Voting Yea: 4 – Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

- 9. Discuss and consider Resolution R2023-1158 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A TASK ORDER BASIS BETWEEN THE CITY OF HUTCHINS AND HALFF ASSOCIATES, INC.**

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to table the item until March 4, 2024. All in favor, the motion carried.

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

Voting Nay: 0

- 10. Discuss and consider Resolution R2023-1159 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A DEFINED SCOPE OF SERVICES BASIS BETWEEN THE CITY OF HUTCHINS AND HALFF ASSOCIATES, INC. TO PROVIDE AND MAINTAIN ENTERPRISE GIS HOSTING SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.**

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Didehbani to approve Resolution R2023-1159. All in favor, the motion carried.

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

Voting Nay: 0

- 11. Discuss and consider a request for part-time/temporary support staff in the Municipal Court.**

City Secretary Cynthia Olguin presented the item explaining a surge in municipal court cases due to a rise in the number of citations issued by the police department and the need for a part-time bilingual skilled employee to assist the municipal court.

Motion made by Councilmember Campbell, seconded by Councilmember Odom to approve the request for part-time/temporary support staff in the municipal court. All in favor, the motion passed.

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

Voting Nay: 0

- 12. DISCUSS AND CONSIDER ORDINANCE 2023-1186 OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING APPENDIX A TITLED “FEE SCHEDULE” PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to approve Ordinance 2023-1186. All in favor, the motion passed.

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

Voting Nay: 0

- 13. DISCUSS AND CONSIDER RESOLUTION R2023-1160 OF THE CITY OF HUTCHINS, TEXAS, DECLARING EXPECTATION TO REIMBURSE EXPENDITURES WITH PROCEEDS OF FUTURE DEBT.**

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Odom to approve Resolution 2023-1160. All in favor, the motion passed.

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

Voting Nay: 0

- 14. Discuss and consider RESOLUTION R2023-1161 OF THE CITY COUNCIL OF THE OF HUTCHINS, TEXAS AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE ONE NEW 2024 FORD EXPLORER FROM CHASTANG FORD AT THE QUOTED BID PRICE OF \$39,265.00 AND ONE NEW 2024 CHEVROLET SILVERADO 1500 FROM LAKE COUNTRY CHEVROLET FOR THE BID PRICE OF \$42,239.00 FOR COMMUNITY DEVELOPMENT DEPARTMENT UTILIZING BUY BOARD OF TEXAS; APPROPRIATING FUNDS FROM FISCAL YEAR 2023/2024 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.**

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Didehbani to approve Resolution 2023-1161. All in favor, the motion passed.

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

Voting Nay: 0

G. EXECUTIVE SESSION

- 15. 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.

Mayor Vasquez convened into Executive Session at 8:10 p.m.

H. RECONVENE INTO REGULAR SESSION

16. Take any action as a result of Executive Session: 1) KTN DP TERMINAL CENTER.

The Mayor reconvened into Regular Session at 8:34 PM. No action was taken as a result of Executive Session.

I. ITEMS OF COMMUNITY INTEREST

17. City Secretary Olguin announced the items of Community Interest and announced a correction to the holiday closing. City offices will be closed on Monday, December 25, and Tuesday, December 26.

J. ADJOURN

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Odom to adjourn the meeting. The meeting was adjourned at 8:35 PM

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

Voting Nay: 0

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 2nd DAY OF JANUARY 2024.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary