



Mayor Mario Vasquez  
Mayor Pro Tem Steve Nichols  
Councilmember Brenda Campbell  
Councilmember Dominic Didehban  
Councilmember Raymond Elmore  
Councilmember Demarcus Odom

Hutchins City Hall  
321 N. Main Street  
Hutchins, TX 75141  
www.cityofhutchins.org

**CITY OF HUTCHINS**  
**NOTICE OF CITY COUNCIL MEETING**  
**Tuesday, June 20, 2023 - 6:30 PM**  
**Hutchins City Hall - Council Chamber**  
**321 N. Main St.**  
**Hutchins, Texas 75141**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Hutchins City Council to be held on Tuesday, June 20, 2023 at 6:30 p.m. at the Hutchins City Hall - Council Chamber located at 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered:

*Notice is hereby given that one or more council members may participate remotely and a quorum of the governing body and the presiding officer will be present at the above-named location in compliance with the Texas Open Meetings Act.*

*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.*

**Telephonic/Video Meeting hosted through RingCentral.**

*To access the meeting via telephone/video conference click the below link:*

<https://webinar.ringcentral.com/j/1473488635>

**Participate by Telephone:**

*Dial: +1 (469) 445-0100*

*Webinar ID: 147 348 8635*

**REGULAR SESSION**

- A. CALL TO ORDER:** *The Mayor will call the meeting order and declare a quorum.*
  - 1. *Roll Call*
  - 2. *Invocation*
  - 3. *Pledge of Allegiance*
  
- B. CITIZEN COMMENTS** - *This agenda item provides an opportunity for citizens to address the City Council on any matter that is not posted on the agenda. Anyone wishing to address the City Council should complete a Citizen Comments Form and submit it to the City Secretary prior to the start of the City Council meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decision at this time.*
  
- C. 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.*
  
- D. PRESENTATIONS**
  - 1. *Officer K. Gaffney Commendation*

Presented by: Steve Perry, Police Chief

2. Introduction of Police Department Employee Rene Estes  
Presented by: Steve Perry, Police Chief
3. 2nd Quarter Investment Report  
Presented by: William Wooten, Finance Director
4. Website Draft  
Presented by: Katherine Lindsey, Assistant to the City Administrator
5. Capital Projects Update  
Presented by: Robert McWayne, Interim Director of Public Works
6. Public Works Crack Seal Machine update  
Presented by: Robert McWayne, Interim Director of Public Works
7. National Fitness Grant Application  
Presented by: Robert McWayne, Interim Director of Public Works

**E. PUBLIC HEARINGS**

1. Conduct a Public Hearing to consider a request from Drew Donsky with Claymoore Engineering, representing the property owner Chris Storm with Sable Realty LLC, for a Specific Use Permit (SUP) to allow for a Parking lot, Trucks, and Trailers in the Light Industrial (LI) district at the following location; Being a 17.88-acre tract of land out of a 29.314-acre tract of land situated in the William H. Shelton Survey, Abstract Number 1292, in the City of Hutchins, Dallas County, Texas, and being that certain tract of land described to 29.3899-acre development tract, a warranty deed recorded in Volume 87003, Page 8509, Official Public Records, Dallas County, Texas, and being more particularly described as Lot 2, Block A commonly addressed as 725 E. Wintergreen Rd.  
Presented by: Tim Rawlings, Building Official
2. Conduct a Public Hearing to consider a request from Brandon Paredes representing property owner Guilibaldo Castillo requesting a change in zoning at 700 W. Palestine Street from its current zoning district of Retail (R) to Single Family Residential 7,000 SF (SF-7) to allow division of the property into 3 lots with the intent of constructing new single-family homes on the lots (required lot sizes in the SF-7 District are Lot width 60' lot depth 100') at a tract of land situated in the T. Freeman Survey, Abstract No. 453, in the City of Hutchins, Dallas County, Texas and being all of that tract of land described in a deed to Donnie H. McGraw, recorded in Volume 200012, Page 3691 of the Official Public Records of Dallas County, Texas (OPRDCT), and being more particularly described as Hutchins Acreage, Blk. 6 Lot 8.  
Presented by: Tim Rawlings, Building Official

**F. REGULAR AGENDA**

1. Discuss and consider Ordinance 2023-1170 OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE CITY OF HUTCHINS, TEXAS; GRANTING A SPECIFIC USE PERMIT (SUP) TO DREW DONOSKY OF CLAYMOORE ENGINEERING (REPRESENTING THE OWNER CHRIS STORM) IN ORDER TO ESTABLISH AND OPERATE A "PARKING LOT, TRUCKS AND TRAILERS" FACILITY ON ±17.88 ACRE TRACT OF LAND, LEGALLY DESCRIBED AS BEING IN THE WILLIAM H. SHELTON SURVEY, ABSTRACT NUMBER 1292 (725 E. WINTERGREEN ROAD, HUTCHINS, DALLAS COUNTY, TEXAS); PROVIDING FOR THE APPROVAL OF THE PROPOSED CONCEPT SITE PLAN.  
Presented by: Tim Rawlings, Building Official

2. Discuss and consider Ordinance 2023-1169 OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE CITY OF HUTCHINS, TEXAS; APPROVING A CHANGE IN ZONING FROM RETAIL (R) TO SINGLE-FAMILY RESIDENTIAL-7 (SF-7) ON ±0.763 ACRE TRACT OF LAND SITUATED IN THE T. FREEMAN SURVEY, ABSTRACT NO. 453, CITY OF HUTCHINS, DALLAS COUNTY, TEXAS; SAID TRACT BEING ALL OF THE CERTAIN TRACT OF LAND DESCRIBED IN DEED TO DONNIE H. McGRAW RECORDED IN VOLUME 200012, PAGE 3691 OF THE OFFICIAL PUBLIC RECORDS OF DALLAS COUNTY, TEXAS, MORE COMMONLY KNOWN AS 700 W. PALESTINE STREET, HUTCHINS, DALLAS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT "A".  
Presented by: Tim Rawlings, Building Official
3. Discuss and consider Resolution R2023-1106, RATIFYING APPROVAL OF ORDINANCE NO. 2016-0992-A, AN ORDINANCE AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE CITY OF HUTCHINS, TEXAS, BY GRANTING A SPECIFIC USE PERMIT ("SUP") TO ALLOW FOR HEAVY LOAD VEHICLE STORAGE ON APPROXIMATELY TWENTY-THREE ACRES OF LAND ZONED LIGHT INDUSTRIAL ("LI"), LOCATED ON DOWDY FERRY ROAD (COMMONLY KNOWN AS LOT 1, BLOCK A, LANDER ADDITION, 1220 DOWDY FERRY ROAD), HUTCHINS, DALLAS COUNTY, TEXAS  
Presented by: Cynthia Olguin, City Secretary
4. Discuss and consider Ordinance 2023-1168, OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 1 TITLED "GENERAL PROVISIONS" BY AMENDING ARTICLE 1.03 TITLED "CITY OFFICERS"  
Presented by: Karen Steward, Director of Human Resources
5. Discuss and consider Resolution R2023-1113 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CITY OF HUTCHINS PERSONNEL MANUAL BY AMENDING CHAPTER 6, TITLED "CONDUCT", BY AMENDING SECTION 6.02 TITLED "EMPLOYEE APPEAL PROCESS" BY ADDING THE CITY SECRETARY WILL BE HEARD BY THE CITY COUNCIL FOR AN APPEAL ON A DISCIPLINARY ACTION; AND PROVIDING FOR AN EFFECTIVE DATE.  
Presented by: Karen Steward, Director of Human Resources
6. Discuss and Consider Resolution R2023-1114 of the City Council of the City of Hutchins, Texas, authorizing the City Administrator to execute contractual agreements related to Employee Benefits for Fiscal Year 2023-2024 at an estimated Annual Cost of \$806,667.48; and providing for an Effective Date.  
Presented by: Karen Steward, Director of Human Resources
7. DISCUSS AND CONSIDER RESOLUTION R2023-1115 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 SERVICES BETWEEN THE CITY OF HUTCHINS AND FREESE AND NICHOLS, INC. (FNI) FOR ENGINEERING SERVICES AND CONCEPTUAL PLANNING OF A GRADE-SEPARATED CROSSING FOR PALESTINE STREET AT THE UNION PACIFIC RAILROAD.  
Presented by: Guy Brown, EDC Director
8. Discuss and consider Resolution R2023-1116 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 SERVICES BETWEEN THE CITY OF HUTCHINS AND SCHAUMBURG & POLK, INC. FOR WATERLINE REPLACEMENT IN THREE LOCATIONS.  
Presented by: Robert McWayne, Interim Director of Public Works
9. Discuss and consider Resolution R2023-1117 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING QUOTES RECEIVED IN ASSOCIATION WITH THE

CITY'S COMMUNITY CENTER (SENIOR CENTER) IRRIGATION SYSTEM PROJECT; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE ABUNDANT WATER SPRINKLER COMPANY IN AN AMOUNT NOT TO EXCEED \$16,280.00; AUTHORIZING THE EXPENDITURE OF SAID FUNDS FROM THE FY 2022-2023 BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by: Robert McWayne, Interim Director of Public Works

10. Discuss and consider Resolution R2023-1118 OF THE CITY OF HUTCHINS, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A MEMORANDUM OF UNDERSTANDING WITH PARTICIPATING LOCAL GOVERNMENTS AND DALLAS COUNTY TO PARTICIPATE IN URBAN COUNTIES' TECHSHARE.JUVENILE PROGRAM.

Presented by: Steve Perry, Police Chief

11. Discuss and consider Resolution R2023-1119 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AMENDMENT NO. 2 TO THE MEMORANDUM OF UNDERSTANDING WITH PARTICIPATING LOCAL GOVERNMENTS AND DALLAS COUNTY TO PARTICIPATE IN DALLAS COUNTY JUVENILE CASE MANAGEMENT SYSTEM AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AMENDMENT NO. 2.

Presented by: Steve Perry, Police Chief

12. Discuss and consider Ordinance 2023-1171 OF THE CITY OF HUTCHINS, TEXAS, AMENDING ORDINANCE 2022-1149 APPROVING THE FISCAL YEAR 2022-2023 OPERATING BUDGET BY AUTHORIZING BUDGET ADJUSTMENT #4; PROVIDING AMENDED APPROPRIATIONS FOR ALL OF THE FUNDS OF THE CITY.

Presented by: William Wooten, Finance Director

#### **G. ITEMS OF COMMUNITY INTEREST**

1. Comprehensive Plan Advisory Committee Meeting, Tuesday, June 27, 2023, at 6:30 p.m. at Hutchins Public Safety Building - Training Room, 550 W. Palestine, Hutchins, TX.
2. City Offices will be closed on Tuesday, July 4, 2023, in observance of the Fourth of July Holiday.
3. Movies in the Park, July 15, 2023, at Campbell Park, 200 S. Denton St.
4. Atwell Public Library Board meeting, July 18, 2023, at 6:30 p.m. at Atwell Public Library, 300 N. Denton St., Hutchins, TX 75141.
5. Planning and Zoning Commission meeting, July 20, 2023, at 6:00 p.m. at Hutchins City Hall - Council Chamber, 321 N. Main St., Hutchins, TX 75141.
6. Mobile Shred Event rescheduled for Saturday, July 29, 2023, 9 am - 11 pm at City Hall back parking lot.

#### **H. ADJOURNMENT**

#### **CERTIFICATION**

I certify that a copy of the June 20, 2023, agenda of items to be considered by the Hutchins City Council was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website [www.cityofhutchins.org](http://www.cityofhutchins.org), in accordance with Chapter 551 of the Texas Government Code. Posted on Friday, June 16, 2023, before 6:30 p.m.

*Cynthia Olguin*

Cynthia Olguin  
City Secretary

