



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

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

MINUTES

CITY OF HUTCHINS
REGULAR CITY COUNCIL MEETING – 6:30 P.M.
MONDAY, JUNE 7, 2021
Hutchins Community Center
500 W. Hickman St., Hutchins, Texas

A Regular Meeting of the Hutchins City Council was held on Monday, June 7, 2021 at 6:30 p.m. at the Hutchins Community Center located at 500 W. Hickman St, Hutchins, Texas, at which time the following items were discussed and considered:

REGULAR SESSION

- A. CALL TO ORDER:** Mayor Vasquez called the meeting to order at 6:31 p.m.
- 1. Roll Call:** Members present: Mayor Vasquez, Councilmember Nichols, Councilmember Odom, Mayor Pro Tem Elmore, Councilmember Didehbandi, Councilmember Campbell.
 - 2. Invocation:** Councilmember Nichols gave the invocation.
 - 3. Pledge of Allegiance:** Councilmember Didehbandi led the Pledge of Allegiance
- B. CITIZEN COMMENTS:** None
- 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.
- 1. Approval of City Council Meeting Minutes for the month of May 2021**

Councilmember Odom made a motion seconded by Councilmember Nichols to approve the Consent Agenda, item 1. All in favor, the motion carried 5-0.
- D. PUBLIC HEARINGS:** None
- E. REGULAR AGENDA**

- 1. DISCUSS AND CONSIDER RESOLUTION R2021-0932 AUTHORIZING THE CITY ADMINISTRATOR TO APPROVE CHANGE ORDER NO. 9 IN ORDER FOR THE CONTRACT TIME WITH NOVEL BUILDERS TO BE EXTENDED TWENTY (20) CALENDAR DAYS DUE TO WEATHER DELAYS IN MARCH AND APRIL 2021 AND DELAYS CAUSED BY ONCOR NOT PROVIDING ELECTRICAL POWER TO THE NEW BUILDING, APPROVING TO ADD TWO (2) 3-PHASE 20-AMP CEILING OUTLETS IN THE FIRE BAY AT A COST NOT TO EXCEED \$4,225, APPROVING A NEW SUBSTANTIAL COMPLETION DATE, APPROVING A NEW/REVISED CONTRACT AMOUNT IN ASSOCIATION WITH THE CITY'S PUBLIC SAFETY BUILDING CONSTRUCTION PROJECT, AND PROVIDING FOR AN EFFECTIVE DATE.**

Presented by: Charles Brewer, Public Works Director

Councilmember Odom made a motion seconded by Mayor Pro Tem Elmore to approve Resolution R2021-0932. All in favor, the motion carried 5-0.

- 2. Discuss and consider Resolution R2021-0933 supporting the City of Hutchins' participation in the FY 2020 Dallas County CDBG CARES Act II Program; supporting the City's submitted FY 2020 Dallas County CDBG CARES II Project/Activity Special Application as being the rehabilitation of the City's Senior Citizen building; authorizing the City Administrator or her designee to act as the City's authorized representative in all matters related to the application and provide assurances that all requirements of the FY 2020 Dallas County CARES Act II Program are observed; authorizing the Mayor to execute an Implementation Agreement with Dallas County for the aforementioned FY 2020 Dallas County CDBG CARES Act II project/activity; and providing for an effective date.**

Presented by: Charles Brewer, Public Works Director

Public Works Director Brewer explained the projects considered for the CDBG CARES II Project/Activity Special Application, including parks and funding under the Dallas County funding program. The city submitted two projects, but only one project was approved. Council commended staff for moving forward with this project.

Councilmember Nichols made a motion seconded by Mayor Pro Tem Elmore to approve Resolution R2021-0933. All in favor, the motion carried 5-0.

- 3. Discuss and consider Resolution R2021-0934 supporting the City of Hutchins' participation in the FY 2021 Dallas County CDBG Program; authorizing the submission of a FY 2021 Community Development Block Grant (CDBG) Project/Activity Application to Dallas County with a funding allocation request of \$389,000 for Code Enforcement, Street Improvements and Wastewater Collection System Improvements; authorizing the City Administrator or her designee to act as the City's authorized representative in all matters related to the application and provide assurances that all requirements of the FY 2021 Dallas County CDBG Program are observed; authorizing the Mayor to execute an Implementation Agreement with Dallas County for the City's submitted FY 2021 Dallas County CDBG Project/Activity; and providing for an effective date.**

Presented by: Charles Brewer, Public Works Director

Public Works Director Brewer explained the revised packet with amendments made by Dallas County on Friday before the council meeting, including a funding increase from \$389,000 to \$409,675.71. Mr. Brewer provided a summary of the projects identified in the CDBG FY 2021 application.

Councilmember Didehbani made a motion seconded by Councilmember Campbell to approve Resolution R2021-0934. All in favor, the motion carried 5-0.

4. **Discuss and consider Resolution R2021-0935 amending the FY 2019 Dallas County CDBG Project/Activity Application in order to reallocate available FY 2019 CDBG funding for the reconstruction Timberview Drive and Glenhaven Drive instead of Woodbridge Drive and Woodcrest Drive.**

Presented by: Charles Brewer, Public Works Director

Public Works Director Charles Brewer provided a summary of the application and Dallas County's request to reallocate the funds to reconstruct Timberview drive and Glenhaven Drive, the deadline for the HUD funding period, the 50/50 cost share, Dallas County Road and Bridge commitment to reconstruct the street.

Councilmember Nichols made a motion seconded by Mayor Pro Tem Elmore to approve Resolution R2021-0935. All in favor, the motion carried 5-0.

5. **Consider Resolution R2021-0936 accepting bids received in association with the City's Odell Street and Waterline Reconstruction Project; authorizing the City Administrator to execute an agreement with the apparent low bidder Pavecon Public Works, LP of Grand Prairie, Texas in an amount not to exceed \$304,260; authorizing the expenditure of said funds from the FY 2020-2021 Budget/ Street Construction Fund 27 and Utility Construction Fund 28; and providing for an effective date.**

Presented by: Charles Brewer, Public Works Director

Public Works Director Brewer presented the bid tabulations, the city engineer's letter of recommendation, the bid summary including the total base bid and bid alternate dollar amounts, and staff recommendation.

Councilmember Nichols made a motion seconded by Councilmember Odom to approve Resolution R2021-0936. All in favor, the motion carried 5-0.

6. **Discuss a notification from Dallas Water Utilities (DWU) regarding incorrect billing.**

Presented by: Trudy Lewis, City Administrator

Ms. Lewis stressed that the item is for discussion only; the money is owed and will be paid, but staff wanted to provide updates to the city council. The error was discovered by staff and the auditors early on, but Dallas County could not immediately identify the problem. The error incurred during the course of three fiscal years.

Ms. Terry Lowry, Director of Water Billing with the City of Dallas, addressed the city council and apologized for the error.

The problem was a human error; an employee missed a digit during data entry. Ms. Lowry assured the council that her department took measures to prevent this from happening again, including implementing auditing procedures. The revenue and billing departments have also set up internal checks and balance procedures. Ms. Lowry will work with the city to work out payment arrangements.

F. ITEMS OF COMMUNITY INTEREST


City Secretary Olguin announced the items of community interest.

G. ADJOURNMENT

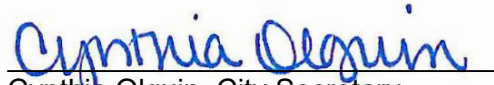
Mayor Pro Tem Elmore made the motion seconded by Councilmember Didehbani to adjourn the meeting at 7:41 p.m. All in favor, the motion carried 5-0

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON July 6, 2021.

APPROVED:


Mario Vasquez, Mayor

ATTEST:


Cynthia Olguin, City Secretary

