



Hutchins City Hall  
321 N. Main Street  
Hutchins, TX 75141  
[www.cityofhutchins.org](http://www.cityofhutchins.org)

## MINUTES

**CITY OF HUTCHINS  
NOTICE OF CITY COUNCIL MEETING  
Monday, February 6, 2023 – 5:30 PM  
Hutchins City Hall – Council Chamber  
321 N. Main St.  
Hutchins, TX 75141**

A Work Session and Regular Meeting of the Hutchins City Council was held on Monday, February 6, 2023, with Work Session beginning at 5:30 p.m. at Hutchins City Hall – Council Chamber, 321 N. Main St., Hutchins, Texas, at which time the following items were discussed and considered:

### **WORK SESSION**

Members present were Mayor Vasquez, Mayor Pro Tem Nichols, Councilmember Elmore, Councilmember Didehbani, Councilmember Campbell, and Councilmember Odom.

**A. Interview Architectural Firms  
Presented by: James Quin, City Administrator**

The City Hall architectural services RFP was issued on November 21, 2022, for the design of a new city hall facility. Ten proposals were submitted on December 27, 2022. The proposals were reviewed by the Assistant to the City Administrator, Finance Director, Director of Public Works and Community Development, Director of Community Services and Parks Programs, Director of Human Resources, Fire Chief, and Police Chief. The

The city council interviewed the top two firms that submitted proposals for the design of the new city hall facility. Representatives from GSBS Architects and Brandstetter Carroll Inc. each made a presentation regarding their qualifications and answered questions.

Points of concern made by council members were the importance of a timeline for completion, in-house engineering, minority contractors, workmanship warranties, and the need for a firm that can address all the city's needs.

**B. Animal Shelter  
Presented by: Steve Perry, Police Chief**

Police Chief Perry provided the council with an update on the Interlocal Agreement with the City of Ferris and suggested the city address the need for an animal shelter sooner than later. Concerns included the estimated costs of renovations vs new construction, rising costs of construction, the working relationship with Ferris, and the increased duties and responsibilities of ACO Daley working at the Ferris shelter. Council encouraged Chief Perry to have a meeting

with the City of Ferris to address the issues.

Mayor Vasquez closed the Work Session at 6:56 p.m.

## **REGULAR SESSION**

**A. CALL TO ORDER:** Mayor Vasquez called the meeting to order at 6:57 p.m.

1. **Roll Call:** Members present – Mayor Vasquez, Mayor Pro Tem Nichols, Councilmember Elmore, Councilmember Didehbani, Councilmember Campbell, and Councilmember Odom.
2. **Invocation:** The invocation was presented by Councilmember Campbell
3. **Pledge of Allegiance:** Councilmember Elmore 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. **Consider approval of the city council meeting minutes for January 2023**

Councilmember Campbell made the motion seconded by Councilmember Elmore to approve the consent agenda as presented. All in favor, the motion carried 5-0.

**D. PRESENTATIONS**

1. **Community Center Renovations update**  
**Presented by: Wanda Randle, Director - Community Services and Park Programs**

Director of Community Services and Park Programs Wanda Randle provided an update on the renovations to the Hutchins Community Center including a scheduled reopening of the facility scheduled for the last week in March and reinstating onsite congregational meal service. Ms. Randle requested direction from the council for future renovations and scheduled maintenance needs to sustain the current renovations.

**E. PUBLIC HEARINGS**

**F. REGULAR AGENDA**

1. **Consider Ordinance 2023-1158 all matters incident and related to the issuance and sale of “City of Hutchins, Texas, General Obligation Refunding and Improvement Bonds, Series 2023”, including the adoption of an ordinance authorizing the issuance of such bonds.**  
**Presented by: William Wooten, Finance Director**

Jim Sabonis, Managing Director with Hilltop Securities, Financial Advisor for the city presented a plan of finance for the issuance of bonds to fund the construction

of the new city hall facility. Mr. Sabonis stressed that there would be no impact on the tax rate and commended city staff for good financial policies and practices that helped maintain an AA- credit rating.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Didehbani to approve Ordinance 2023-1158. All in favor, the motion carried unanimously 5-0.

**2. Discuss and consider the selection of an architectural firm for the new City Hall facility.**

**Presented by: James Quin, City Administrator**

Councilmember Campbell made the motion seconded by Councilmember Didehbani to select Brandstetter Carroll, Inc. as the architectural firm for the design of the new city hall facility. All in favor, the motion carried unanimously 5-0.

**3. Discuss and consider Resolution R2023-1082 OF THE CITY OF HUTCHINS, TEXAS ORDERING AND PROVIDING NOTICE OF AN ELECTION FOR THE CITY OF HUTCHINS, TEXAS, TO BE HELD ON THE 6TH DAY OF MAY 2023 FOR THE PURPOSE OF ELECTING THREE ( 3) COUNCILMEMBERS AT LARGE FOR TWO (2) YEAR TERMS; ORDERING NOTICES OF ELECTION TO BE GIVEN; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A JOINT ELECTION AGREEMENT AND ELECTION SERVICES CONTRACT WITH DALLAS COUNTY ELECTIONS DEPARTMENT.**

**Presented by: Cynthia Olguin, City Secretary**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Odom to approve Resolution R2023-1082. All in favor, the motion carried unanimously 5-0.

**4. Consider Resolution No. R2023-1083 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS APPROVING AN AMENDED AND RESTATED ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BETWEEN THE CITY OF HUTCHINS, TEXAS (“CITY”) AND CHICK-FIL-A, INC., A GEORGIA CORPORATION (“COMPANY”); AND PROVIDING AN EFFECTIVE DATE.**

**Presented by: Guy Brown, EDC Director**

Councilmember Didehbani made the motion seconded by Councilmember Elmore to approve Resolution R2023-1083. All in favor, the motion carried unanimously 5-0.

**5. Recommendation on sidewalk improvements**

**Presented by: Greg McCaffery, Director of Public Works and Community Development**

Director of Public Works Greg McCaffery explained the need for a Comprehensive Plan and Comprehensive Sidewalk Plan. He provided an update on the Union Pacific crossing and the need to address the storm sewer and design to address the pedestrian crossing. Sidewalk options were presented that included segments for the safe school route grant, beginning to end, length, estimated cost per segment, and total cost of segments.

Mr. McCaffery asked for direction from the council on the best way to move forward with the repairs. The staff has identified \$30,000 in repairs and recommends designing and bidding out all 9 segments identified in his presentation.

**6. Discuss and consider the mutual contract termination with La Terra Studio  
Presented by: James Quin, City Administrator**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to terminate the contract with LaTerra Studio. All in favor, the motion carried unanimously 5-0.

**7. Discuss and consider Resolution R2023-1084 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 DUNAWAY ASSOCIATES, LLC, FOR THE DEVELOPMENT OF A FOCUSED COMPREHENSIVE PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

**Presented by: James Quin, City Administrator**

Councilmember Elmore made the motion seconded by Mayor Pro Tem Nichols to approve Resolution R2023-1084. All in favor, the motion carried unanimously 5-0.

**8. Discuss and consider Solid Waste Collection contract renewal with Republic Services**

**Presented by: James Quin, City Administrator**

City Administrator James Quin informed the council that the current Solid Waste Collection contract with Republic Services is up for renewal in October 2023. Under the terms of the contract, the city must provide written notification at least sixty days prior if the city chooses not to renew the contract. Staff will also need enough time to prepare for requests for proposals for solid waste service. Staff is requesting direction from the council on how to proceed.

Council discussed their frustration with missed pickup, ongoing conversations with Republic Services regarding the lack of service, and Republic's failure to respond to the city's request for improved residential service for seniors, backdoor pickup, and improved communication. Leigh Ferguson, Republic Services Manager Municipal Sales, informed the council that she was recently made aware of the concerns and complaints and asked the council to consider renegotiating the contract.

Council directed staff to meet with Republic Services to renegotiate the terms of the agreement.

**9. Discuss and consider Ordinance 2023-1159 OF THE CITY OF HUTCHINS, TEXAS, ABANDONING ALL RIGHT, TITLE AND INTEREST IN a portion of Grayson road being a tract of land consisting of 0.5152± ACRES out of the Benjamin MATTHEW survey, abstract no. 453 city of Hutchins, DALLAS county, TEXAS, AND BEING A 60-FEET WIDE RIGHT-OF-WAY AS**

DEDICATED BY THAT PLAT OF VEALS ADDITION, AN ADDITION TO THE CITY OF HUTCHINS AS RECORDED IN VOLUME S, PAGE 465 OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED and depicted IN EXHIBIT "A" ATTACHED HERETO.

Presented by: Tim Rawlings, Building Official

Councilmember Odom made the motion seconded by Mayor Pro Tem Nichols to table the item until the next council meeting. All in favor, the motion carried unanimously 5-0.

**G. ITEMS OF COMMUNITY INTEREST**

City Secretary Olguin announced the items of community interest.

**H. ADJOURNMENT**

Councilmember Campbell made the motion seconded by Councilmember Elmore to adjourn the meeting at 8:30 p.m. All in favor, the motion carried unanimously 5-0.

**PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON 6th DAY OF MARCH 2023.**

APPROVED:

  
Mario Vasquez, Mayor

ATTEST:

  
Cynthia Olguin, City Secretary

