



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, March 6, 2023 – 6:00 PM  
Hutchins City Hall – Council Chamber  
321 N. Main St.  
Hutchins, TX 75141**

A meeting of the Hutchins City Council was held on Monday, March 6, 2023, with Work Session at 6:00 p.m. and a Regular Meeting at 6:30 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. Animal Shelter**

**Presented by: Steve Perry, Police Chief**

Police Chief Perry provided the council with an update on discussions with the City of Glenn Heights for an animal shelter partnership. Glenn Heights plans to renovate the former police department building, a 3500-square-foot facility, as an animal shelter. The proposed agreement requires a financial commitment from each participant for the construction, operation, and maintenance of the jointly owned animal shelter city in addition to monthly operating expenses and quarterly rental payments. Chief Perry recommended that Hutchins build a facility. The council directed staff to contact the City of Wilmer regarding a partnership.

Mayor Vasquez closed the Work Session at 6:28 p.m.

### **REGULAR SESSION**

**A. CALL TO ORDER:** Mayor Vasquez called the meeting to order at 6:30 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 Mayor Pro Tem Nichols.
- 3. Pledge of Allegiance:** Councilmember Didehbani led the Pledge of Allegiance

#### **B. CITIZEN COMMENTS**

Felix Madrigal, 1527 Trout Rd., spoke against illegal trucks and speeding.  
Don Pressler, 403 W. Hickman, spoke about the need for more brush pickup after storms.

David Coleman, 111 Willow Grove Dr., spoke about the successful car show and his plan to bring professional wrestling to Hutchins.

**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 February 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. December Financial Report**

**Presented by: William Wooten, Finance Director**

Finance Director William Wooten presented the December Financial Report and answered questions from the council.

**2. Proclamation - Library Day**

**Presented by: Wanda Randle, Director - Community Services and Park Programs**

Mayor Vasquez presented a Proclamation to Librarian Olivia Daniels in recognition of Atwell Public Library's award of the 2022 Texas Municipal Library Directors Association Achievement of Excellence Award.

**E. PUBLIC HEARINGS**

**F. REGULAR AGENDA**

**1. Discuss and consider the declaration of the unopposed candidates and canceling May 6, 2023, General Election, Ordinance 2023-1161 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, CANCELLING THE MAY 6, 2023 GENERAL ELECTION FOR THE PURPOSE OF ELECTING THREE (3) COUNCILMEMBERS AT LARGE FOR TWO (2) YEAR TERMS; DECLARING THAT EACH UNOPPOSED CANDIDATE BE DECLARED ELECTED TO OFFICE; REQUIRING POSTING OF THIS ORDINANCE ON ELECTION DAY AT EACH POLLING PLACE; REQUIRING ISSUANCE OF A CERTIFICATE OF ELECTION TO EACH CANDIDATE; AND PROVIDING FOR AN EFFECTIVE DATE.**

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

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to approve Ordinance 2023-1161. All in favor, the motion carried 5-0.

2. **Discuss and consider Resolution R2023-1093 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING MEMBERSHIP TO THE TEXAS SMARTBUY MEMBERSHIP PROGRAM AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTATION.**

**Presented by: Katherine Lindsey, Assistant to the City Administrator**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2023-1093. All in favor, the motion carried 5-0.

3. **Discuss and consider Resolution R2023-1094 AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FIVE CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION.**

**Presented by: Katherine Lindsey, Assistant to the City Administrator**

Councilmember Elmore made the motion seconded by Councilmember Campbell to approve Resolution R2023-1094. All in favor, the motion carried 5-0.

4. **Discuss and consider Ordinance 2023-1162 OF THE CITY OF HUTCHINS, TEXAS, AMENDING ORDINANCE 2022-1149 APPROVING THE FISCAL YEAR 2022-2023 OPERATING BUDGET BY AUTHORIZING BUDGET ADJUSTMENT #2; PROVIDING AMENDED APPROPRIATIONS FOR ALL OF THE FUNDS OF THE CITY; AUTHORIZING THE CITY ADMINISTRATOR TO MAKE ADJUSTMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**Presented by: William Wooten, Finance Director**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to approve Ordinance 2023-1162. All in favor, the motion carried 5-0.

5. **Discuss and consider Resolution R2023-1095 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING THE ESTABLISHMENT AND ADOPTION OF A LEAK ADJUSTMENT POLICY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**Presented by: William Wooten, Finance Director**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Didehbani to approve Resolution R2023-1095. All in favor, the motion carried 5-0.

## **G. EXECUTIVE SESSION**

1. **Pursuant to the Texas Government Code, Section §551.074 Personnel Matters - City Secretary evaluation.**

The council convened into Executive Session at 7:25 p.m.

**H. RECONVENE INTO REGULAR SESSION**

**1. Take any action as a result of the Executive Session.**

Council reconvened in Regular Session at 7:49 p.m. Mayor Pro Tem Nichols made the motion seconded by Councilmember Didehbani for the city administrator to bring back an ordinance amending the language for the city secretary's evaluation, cleanup language for all other staff positions appointed by the city council and directed the city administrator to evaluate the city secretary in ninety days. All in favor, the motion carried 5-0.

**I. ITEMS OF COMMUNITY INTEREST**

City Secretary Olguin announced the items of community interest.

**J. ADJOURNMENT**

Councilmember Campbell made the motion seconded by Councilmember Elmore to adjourn the meeting at 7:56 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 3rd DAY OF APRIL 2023.**

APPROVED:

  
Mario Vasquez, Mayor

ATTEST:

  
Cynthia Olguin, City Secretary

