A meeting of the Hutchins City Council was held on Monday, August 21, 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 were discussed and considered:

REGULAR SESSION

A. CALL TO ORDER: Mayor Vasquez called the meeting to order at 6:32 p.m.

1. Roll Call: Members present – Mayor Vasquez, Councilmember Elmore, Councilmember Campbell, and Councilmember Didehbani.
   Absent: Councilmember Odom
2. Invocation: The invocation was presented by Mr. Richardson.
3. Pledge of Allegiance: Councilmember Campbell led the Pledge of Allegiance

B. CITIZEN COMMENTS - None

C. CONSENT AGENDA - None

D. PRESENTATIONS

1. GIS Presentation
   Presented by: Katherine Lindsey, Assistant to the City Administrator

   Jenny Conally, Halff and Associates, walked the council through the GIS website portal and explained the variety of public information available on the website including viewing features with information linked to the appraisal district and other publicly available information linked to the city’s website. The site also includes various city “as-built” plans and master plans and city gas lines that were digitized and linked. The program has a city staff site that includes detailed information for water/sewer systems, manholes, image indexing for locating plans, and several other options. Ms. Conally outlined other options available that can be integrated with the system.

2. Campbell Park update
   Presented by: Robert McWayne, Interim Director of Public Works
Staff presented pricing for the cost to rehab the existing pavilion slab, upgrade the restrooms with stainless steel fixtures, storage, additional lighting, lighting the trails, canopy size options and pricing, resurface the existing tennis court, seating capacity, and options for the proposed pavilion.

E. PUBLIC HEARINGS

F. REGULAR AGENDA

1. Discuss and consider Board and Commission appointments for 2023/2025.
   Presented by: Cynthia Olguin, City Secretary

   Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to appoint Brenda Campbell, Sherry Edwards, and Jessica Sanchez to the Atwell Public Library Board for two-year terms. All in favor, the motion carried 4-0.

   Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to appoint Raymond Elmore, Norma Harlin, and Demarcus Odom to the Hutchins Economic Development Corporation Board for two-year terms. All in favor, the motion carried 4-0.

   Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to appoint Cecile Gardner, Place 1; David Coleman, Place 3; Brenda Campbell, Place 5; and Demarcus Odom, Alternate 1 to the Hutchins Parks and Recreation Board for two-year terms. All in favor, the motion carried 4-0.

   Councilmember Elmore made the motion seconded by Mayor Pro Tem Nichols to appoint Tod Davis, Marie Harris, and Joseph Matthews to the Hutchins Planning and Zoning Commission for two-year terms. All in favor, the motion carried 4-0.

   Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to appoint Guy Crawford, Lucille Hollis, Dana Landry, and Simone Leffall to the Hutchins Zoning Board of Adjustment and Building and Standards Commission for two-year terms. All in favor, the motion carried 4-0.

2. Discuss and consider a reappointment to the Hutchins Atwell Public Library Board for the remainder of a term expiring in 2024.
   Presented by: Cynthia Olguin, City Secretary

   Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to appoint Cristian Martinez to the Hutchins Atwell Public Library to fill the remainder of a term expiring in 2024. All in favor, the motion carried 4-0.

3. Discuss and consider the reappointment of alternate member Don Presslor to a regular member seat of the Planning and Zoning Commission for the remainder of a term expiring in July 2024.
   Presented by: Cynthia Olguin, City Secretary

   Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to appoint Don Presslor to the Hutchins Planning and Zoning Commission to fill the remainder of a regular member term expiring in 2024. All in favor, the motion
carried 4-0.

4. Discuss and consider Ordinance 2023-1177 OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 3, TITLED “BUILDING REGULATIONS”, BY AMENDING ARTICLE 3.11, TITLED “SIGNS” TO ADD REGULATIONS FOR CHANGEABLE ELECTRONIC VARIABLE MESSAGE SIGNS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO HUNDRED DOLLARS ($200.00) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by: Tim Rawlings, Building Official

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Ordinance 2023-1177. All in favor, the motion carried 4-0.

5. Discuss and consider towing service options.

Presented by: Steve Perry, Police Chief

Police Chief Perry provided background on the towing service contract agreement with 24 Hour Wrecker Service that was implemented in July of 2022 after Prasifka Towing suddenly closed their business and left the city with no towing services options. HBL Towing and Recovery has taken over the Prasifka yard and asked for an opportunity to provide service to the city. A representative from HBL presented a summary of services, pricing, and a list of surrounding cities they currently contract with to provide towing services. Chief Perry asked the council for direction to move forward to review if the legal requirements of the current contract would allow for the city to have other options for towing services. Chief Perry stated to the council that they were very pleased with the service provided by 24 Hour Wrecker Service, but he would like to provide an opportunity for a local vendor. The council directed Chief Perry to proceed.

6. Discuss and consider providing a letter of intent to Reliable Chevrolet for the purchase of vehicles.

Presented by: Steve Perry, Police Chief

Chief Perry informed the council that a letter of intent is required by Reliable Chevrolet before the vehicle order cut-off date of September 7, 2023, if the city intends to purchase vehicles in the upcoming fiscal year through the Sheriffs Association purchasing contract. The council discussed the estimated costs, with and without equipment, vendor comparison, number of vehicles in the current fleet, staffing, and the number of vehicles requested. The council directed staff to proceed with the letter of intent for three police vehicles plus a fire department vehicle and reduce the number to two depending on cost and personnel funding.

FOR THE CITIES OF HUTCHINS AND DALLAS TO ESTABLISH, OPERATE, AND MAINTAIN THE CITY OF DALLAS’ P25 RADIO SYSTEMS PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.
Presented by: Steve Perry, Police Chief

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2023-1133. All in favor, the motion carried 4-0.

8. Discuss and consider initiating a request for the annexation of Post Oak Road from the current city limit in front of the Lancaster Lake Club to Fulghum Road
Presented by: Robert McWayne, Interim Director of Public Works

Interim Public Works Director Robert McWayne presented the items at the request of Dallas County. The County has asked the City of Hutchins to initiate the annexation of Post Oak from the current city limit of Lancaster Lake Club to Fulghum Road. Staff discussed the estimated cost of a survey and confirmed available funds.

The council directed staff to proceed with submitting to Dallas County a letter of intent to request for annexation of Post Oak Road to Fulghum Road.

Presented by: Robert McWayne, Interim Director of Public Works

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to approve Resolution R2023-1135. All in favor, the motion carried 4-0.

10. Discuss and consider Ordinance 2023-1178 OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING APPENDIX A TITLED “FEE SCHEDULE” AND BY ADDING A NEW ARTICLE 13.102 TITLED “WATER METER TESTING FEES AND REREADS”; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.
Presented by: Robert McWayne, Interim Director of Public Works

Mayor Pro Tem Nichols made the motion seconded by Councilmember Didehbani to approve Ordinance 2023-1178. All in favor, the motion carried 4-0.
G. ITEMS OF COMMUNITY INTEREST

City Secretary Olguin announced the items of community interest.

H. ADJOURNMENT

Councilmember Elmore made the motion seconded by Councilmember Campbell to adjourn the meeting at 8:56 p.m. All in favor, the motion carried 4-0.

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 2nd DAY OF OCTOBER 2023.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary