MINUTES
HUTCHINS CITY COUNCIL
JULY 20, 2020
REGULAR MEETING – 6:30 P.M.
VIA TELEPHONE AND VIDEO CONFERENCE

REGULAR SESSION

A. CALL TO ORDER: Mayor Vasquez called the meeting to order at 6:36 p.m.

1. Roll Call: Councilmembers in attendance via videoconference: Mayor Pro Tem Elmore, Councilmember Hollis, Councilmember Chism, Councilmember Nichols.
   Councilmember Odom had technical difficulties and joined at 6:46 p.m.
2. Invocation: Councilmember Hollis gave the invocation
3. Pledge of Allegiance: Mayor Vasquez led the Pledge of Allegiance

B. CITIZEN COMMENTS –

None

C. PRESENTATIONS

1. Presentation of May Financial Report
   Presented by Patricia Salazar, Finance Director

   Finance Director Salazar presented the May Financial Report.

2. Public Safety Update
   Presented by Charles Brewer, Public Works Director

   Public works Director Brewer presented the Public Safety Building update.

3. Present the city vision, mission, values, and ten-year goals.
   Presented by Trudy Lewis, City Administrator

   Regular Council Meeting Minutes
   July 20, 2020
City Administrator Lewis shared City of Hutchins 2030 Vision presented that was a result of the July 27, 2019 visioning session attended by council members, boards and commission members, and staff. Ms. Lewis outlined the vision session goals, guiding principles, values, proposed core values, proposed mission and vision statements, proposed guiding principles, and 30 goals for success.

D. CONSENT AGENDA

1. Consider Ordinance 2020-1107. AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2 TITLED "ANIMAL CONTROL" BY AMENDING ARTICLE 2.10 TITLED "LIVESTOCK, FOWL AND RABBITS" BY AMENDING AMENDING SECTION 2.10.005 TITLED "KEEPING OF CHICKENS OR ROOSTERS" BY AMENDING REQUIREMENTS FOR OWNING AND KEEPING ROOSTERS AND CHICKENS WITHIN THE CITY LIMITS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS ($500.00) AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Hollis made the motion seconded by Councilmember Chism to approve the consent agenda as presented. All in favor, the motion carried 4 – 0. Councilmember Odom had technical difficulties and lost connection.

E. PUBLIC HEARINGS

The City Council will conduct a Public Hearing to receive public comments regarding consideration of a request to replat “Lot 1, Block 1, Hobby Lobby Driver’s Building & Rail Yard” in order to change an existing 1,200 linear feet by 60 linear feet access, utility & drainage easement to a public right-of-way (1770 E. Wintergreen Road).

Presented by Charles Brewer, Public Works Director

Public Works Director Brewer presented the item and a recommendation for the naming of the new public right of way after former Mayor Joe Ed Wallace who recently passed away.

Mayor Vasquez opened the public hearing at 7:28 p.m. Mayor Vasquez and council members expressed their gratitude for Mr. Wallace’s dedication to the city in the several roles he served as an employee and Mayor. With there being nobody registered to speak at the public hearing, Mayor Vasquez closed the public hearing at 7:30 p.m.

F. REGULAR AGENDA

1. Discuss and consider Resolution R2020-0856; considering request to replat “Lot 1, Block 1, Hobby Lobby Driver’s Building & Rail Yard” in order to change an existing 1,200 linear feet by 60 linear feet access, utility & drainage easement to a public right-of-way (1770 E. Wintergreen Road).

Presented by Charles Brewer, Public Works Director
Councilmember Hollis made the motion seconded by Councilmember Chism to approve the consent agenda as presented. All in favor, the motion carried 4 – 0. Councilmember Odom had technical difficulties and lost connection.

2. **Present FY2021 the proposed Infrastructure Improvement Plan.**
   *Presented by Trudy Lewis, City Administrator*

City Administrator Lewis presented the proposed Fiscal Year 2020 Infrastructure Improvement Plan and started by explaining an infrastructure improvement plan and the types of projects that are part of a plan and how the plan is created. The following items were presented and discussed during the presentation:

- Director’s Retreat of May 22, 2020. Ms. Lewis outlined the events of the director’s retreat and how projects were identified, rated and estimated for completion within a five (5) year period.
- A debt capacity scenario prepared by the city’s financial advisor Jim Sabonis was presented. The city could issue $4.5 million in debt based on no growth and payable within seven (7) years while maintaining the current tax rate. Ms. Lewis stressed that staff was not recommending issuing $4.5 million in debt; the scenario was only for the purpose of enlightening the council of future impact to debt and the tax rate.
- Proposed street projects were presented along with cost and source of funding. Councilmembers Odom and Nichols expressed their concerns for the need to increase funds for sidewalk improvement especially along JJ Lemmon Rd. Mayor Vasquez asked Ms. Lewis to take the council’s comments into consideration and continue with the presentation.
- Proposed drainage, water and sewer projects were presented along with cost and source of funding. Councilmember Nichols voiced his concern with the cost of the generator and recommended entering into an agreement to rent a generator when needed. Staff will provide council with information on the pro’s/con’s of buying and renting a generator.
- Parks Projects were presented for Valley View Park, Campbell Park and MLK Park along with cost and source of funding. Dallas County’s CDBG Administrator recommended increasing funding to MLK Park due to an increase in CDBG funding through the CARES Act Fund.
- Proposed Facility Improvement Projects were presented along with cost and source of funding.

3. **Discuss and consider Resolution R2020-0857 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ADOPTING THE CITY OF HUTCHINS INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT “1”; DECLARING THAT THE COUNCIL HAS COMPLETED ITS REVIEW OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY AND THAT EXHIBIT “1” RECORDS ANY CHANGES TO EITHER THE INVESTMENT POLICY OR INVESTMENT STRATEGIES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**
   *Presented by Patricia Salazar, Finance Director*

Councilmember Nichols made the motion seconded by Councilmember Hollis to approve Resolution R2020-0857. All in favor, the motion carried 5 – 0.
4. Discuss and consider Resolution R2020-0858 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS APPROVING A DALLAS COUNTY CARES ACT FUNDING INTERLOCAL AGREEMENT IN AN AMOUNT NOT TO EXCEED $341,550, AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT, AND ESTABLISHING AN EFFECTIVE DATE.

Presented by Trudy Lewis, City Administrator

Councilmember Hollis made the motion seconded by Mayor Pro Tem Elmore to approve Resolution R2020-0858. All in favor, the motion carried 5 – 0.

5. Discuss and consider Resolution R2020-0859 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING LETTER OF INTENT TO PARTICIPATE IN THE DALLAS COUNTY EMERGENCY BUSINESS ASSISTANCE PROGRAM.

Presented by Guy Brown, Economic Development Director

Councilmember Nichols made the motion seconded by Councilmember Chism to approve Resolution R2020-0859 with a set dollar amount of $100,000.00. All in favor, the motion carried 5 – 0.

6. Discuss and consider Resolution R2020-0860 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, SUPPORTING THE SUBMISSION OF THE FY 2020 DALLAS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CARES ACT ACTIVITY APPLICATION FOR FUNDING UNDER THE FISCAL YEAR 2020 CDBG CARES ACT PROGRAM; AUTHORIZING THE MAYOR TO EXECUTE AN IMPLEMENTATION AGREEMENT WITH DALLAS COUNTY FOR THE CITY OF HUTCHINS CDBG CARES ACT PROJECT; DESIGNATING THE CITY ADMINISTRATOR OR HER DESIGNEE AS A REPRESENTATIVE FOR ALL MATTERS RELATED TO THE FY 2020 CDBG CARES ACT PROGRAM; AND PROVIDING FOR AN EFFECTIVE DATE.

Presented by Charles Brewer, Public Works Director

Councilmember Hollis made the motion seconded by Councilmember Nichols to approve Resolution R2020-0860. All in favor, the motion carried 5 – 0.

7. Discuss and consider Resolution R2020-0861; accepting bids received in association with the City’s Palestine Street Sidewalk Construction Project; authorizing the City Administrator to execute an agreement with the apparent low bidder Estrada Concrete Company, LLP of Hutchins, Texas in an amount not to exceed $96,774; authorizing the expenditure of said funds from the FY 2019-2020 Amended Budget/2016 and 2017 Tax Notes CIP Fund 25; and providing for an effective date.

Presented by Charles Brewer, Public Works Director

Councilmember Nichols made the motion seconded by Councilmember Hollis to approve Resolution R2020-0861. All in favor, the motion carried 5 – 0.

8. Discuss and consider Resolution R2020-0862; ratifying Acting City Administrator’s execution of Change Order #1 for additional soil remediation work association with the Public Safety Building Construction Project in an
amount not to exceed $56,853.00.; authorizing the expenditure of said funds from the FY 2019-2020 Amended Budget/Multipurpose Facility Fund, Fund Number 21; and providing for an effective date.

Presented by Charles Brewer, Public Works Director

Councilmember Nichols made the motion seconded by Councilmember Chism to approve Resolution R2020-0862. All in favor, the motion carried 5 – 0.

9. Discuss and consider Resolution R2020-0863; authorizing City Administrator to execute Change Order #1 for additional special inspections and construction materials testing services association with the Public Safety Building Construction Project in an amount not to exceed $11,310.00; authorizing the expenditure of said funds from the FY 2019-2020 Amended Budget/Multipurpose Facility Fund, Fund Number 21; and providing for an effective.

Presented by Charles Brewer, Public Works Director

Councilmember Nichols made the motion seconded by Mayor Pro Tem Elmore to approve Resolution R2020-0863. All in favor, the motion carried 5 – 0.

10. Discuss and consider appointments and reappointments to the Building and Standards Commission.

Presented by Cynthia Olguin, City Secretary

Councilmember Hollis made a motion seconded by Councilmember Chism to reappoint Gary Jones to the Building and Standards Commission for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

Councilmember Hollis made a motion seconded by Mayor Pro Tem Elmore to appoint Demarcus Odom as a regular member of the Building and Standards Commission for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

11. Discuss and consider appointments and reappointments to the Economic Development Corporation.

Presented by Cynthia Olguin, City Secretary

Councilmember Hollis made a motion seconded by Councilmember Odom to reappoint Artis Johnson, Steve Nichols, and Mario Vasquez to the Economic Development Corporation for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

Councilmember Hollis made a motion seconded by Councilmember Nichols to appoint Aurora Madrigal as a regular member of the Economic Development Corporation for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.
12. **Discuss and consider appointments and reappointments to the Library Advisory Board.**  
   *Presented by Cynthia Olguin, City Secretary*

   Councilmember Nichols made a motion seconded by Mayor Pro Tem Elmore to reappoint Gerald Hollis to the Atwell Public Library Board for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

13. **Discuss and consider appointments and reappointments to the Parks and Recreation Board.**  
   *Presented by Cynthia Olguin, City Secretary*

   Councilmember Hollis made a motion seconded by Councilmember Hollis to appoint Alicia McCowan as a regular member to the Parks and Recreation Board for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

   Councilmember Hollis made a motion seconded by Mayor Pro Tem Elmore to appoint Monica Flores from an alternate member to a regular member of the Parks and Recreation Board for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

14. **Discuss and consider appointments and reappointments to the Planning and Zoning Commission.**  
   *Presented by Cynthia Olguin, City Secretary*

   Councilmember Chism made a motion seconded by Councilmember Elmore to reappoint Harry Gross and James Spence as regular members of the Planning and Zoning Commission for two-year terms ending in 2022. All in favor, the motion carried 5 – 0.

   Councilmember Chism made a motion seconded by Councilmember Hollis to appoint Brenda Roberts as an alternate member to the Planning and Zoning Commission for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

15. **Discuss and consider appointments and reappointments to the Zoning Board of Adjustments.**  
   *Presented by Cynthia Olguin, City Secretary*

   Councilmember Hollis made a motion seconded by Councilmember Chism to reappoint Felix Madrigal as regular members of the Zoning Board of Adjustment for a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

   Councilmember Hollis made a motion seconded by Councilmember Nichols to appoint alternate member Simone Leffal as regular member of the Zoning Board of Adjustment to fill an unexpired term ending in 2021. All in favor, the motion carried 5 – 0.
Councilmember Hollis made a motion seconded by Councilmember Nichols to appoint Ed Williams as an alternate member of the Zoning Board of Adjustment to a two-year term ending in 2022. All in favor, the motion carried 5 – 0.

G. Items of Community Interest

City Secretary Olguin announced the items of community interest and pointed out a correction to the water bills mailing date from July 21 to July 24 due to broken equipment and waiting on replacement parts.

H. Adjournment

Mayor Pro Tem Elmore made a motion seconded by Councilmember Chism to adjourn the meeting at 9:44 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 AUGUST 3, 2020.

APPROVED:

[Signature]

Mario Vasquez, Mayor

ATTEST:

[Signature]

Cynthia Olguin, City Secretary