



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
AGENDA**

**Monday, April 07, 2025 at 6:30 PM  
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Hutchins City Council to be held on Monday, April 7, 2025 at 6:30 p.m. located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**City Council Members**

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

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. CITIZEN COMMENTS** - *This agenda item provides an opportunity for citizens to address the City Council on any matter that is not posted on the agenda. Anyone wishing to address the City Council should complete a Citizen Comments Form and submit it to the City Secretary prior to the start of the City Council meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decision at this time.*

**D. PRESENTATIONS**

1. Receive a presentation regarding the new Recreation Center and Library Building site plan. Presented by: MaryAnn Mitchell, BCI
2. Receive a presentation pertaining to IPTMA and STAR Transit general updates and funding. Presented by: Laura Freeland and STAR Transit
3. Presentation for City ordinance for Window Signs. Presented by: Tim Rawlings
4. A report by Mayor Vasquez on a proposed development in the ETJ area. Presented by Mayor Vasquez
5. Proclamation Communications Officer Appreciation Week. Presented by: Steve Perry, Police Chief, Becky Blanton, Communications Supervisor

## E. PUBLIC HEARINGS

- [6.](#) Conduct first Public Hearings for the Post Oak Annexation. Presented by Mamun Yusuf, Director of Public Works and City Secretary Cynthia Olguin
- [7.](#) Conduct second Public Hearings for the Post Oak Annexation. Presented by Mamun Yusuf, Director of Public Works and City Secretary Cynthia Olguin
- [8.](#) Discuss and consider Ordinance 2025-04-1206 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ANNEXING THE HEREINAFTER DESCRIBED TERRITORY INTO THE CITY OF HUTCHINS, TEXAS, EXTENDING THE BOUNDARY LIMITS OF THE CITY SO AS TO INCLUDE A ±7.87-ACRE TRACT OF LAND (POST OAK ROAD) WITHIN THE CITY'S LIMITS, GRANTING TO ALL INHABITANTS AND OWNERS OF THE TERRITORY ALL OF THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS, AND BINDING THE INHABITANTS BY ALL THE ACTS, ORDINANCES AND REGULATIONS OF THE CITY; ADOPTING A SERVICE PLAN FOR THE DESCRIBED TERRITORY; PROVIDING A CONFLICTS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. Presented by: Mamun Yusuf, Director of Public Works

## F. REGULAR AGENDA - *As authorized by Section 551.071 of the Texas Government Code, the City Council reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

- [9.](#) Discuss and consider Resolution R2025-04-1256 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE NEW CITY HALL BUILDING FURNITURE, FIXTURES, AND EQUIPMENT PROJECT; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH INTERIOR RESOURCES GROUP, LLC., IN AN AMOUNT NOT TO EXCEED \$674,796.87; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Katherine Lindsey, Assistant to the City Administrator
- [10.](#) Discuss and consider Board Appointments. Presented by Cynthia Olguin.
- [11.](#) Discuss presented items pertaining to IPTMA and STAR Transit general updates and funding. Presented by: Laura Freeland and STAR Transit

## G. ITEMS OF COMMUNITY INTEREST

12. Keep Hutchins Beautiful Board Meeting, Tuesday, April 8, 2025, 6:00 p.m., Hutchins City Hall, 321 N. Main St., Hutchins.

Keep Hutchins Beautiful - Great American Clean Up Day, Saturday, April 12, 2025, at 8:00 a.m. Meeting Point: Campbell Park, 200 N. Denton St., Volunteers needed. For more information, call 972-225-0439 or email [hutchinsctr@cityofhutchins.org](mailto:hutchinsctr@cityofhutchins.org).

Parks & Recreation Annual Easter Egg Hunt, Saturday, April 12, 2025, from noon - 2 pm at Campbell Park.

Atwell Public Library Board Meeting, Tuesday, April 15, 2025, 6:30 p.m., Hutchins City Hall, 321 N. Main St., Hutchins.

Cty Council Meeting, Monday, April 21, 2025, 6:30 pm, Hutchins Community Center, 500 W. Hickman St., Hutchins.

**Early Voting By Personal Appearance for the May 3, 2025, Hutchins General Election:** Hutchins City Hall – Council Chamber, 321 N. Main St., or at any of the Dallas County Elections early voting branch polling places listed on their website at [www.dallascountyvotes.org](http://www.dallascountyvotes.org).

Tuesday-Friday	April 22 – 25	8 am to 5 pm
Saturday	April 26	7 am to 7 pm
Sunday	April 27	12 pm to 6 pm
Monday-Tuesday	April 28 – 29	7 am to 7 pm

#### H. ADJOURN

#### CERTIFICATION

I certify that a copy of the April 7, 2025, agenda of items to be considered by the Hutchins City Council was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website [www.cityofhutchins.org](http://www.cityofhutchins.org), in accordance with Chapter 551 of the Texas Government Code. Posted on Friday, April 4, 2025, before 6:30 p.m.

*Cynthia Olguin*

Cynthia Olguin  
City Secretary



The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 48 hours in advance of the scheduled meeting. For assistance, please call the office of the City Secretary at 972-225-6121 or email the City Secretary at [colguin@cityofhutchins.org](mailto:colguin@cityofhutchins.org)



# STAFF REPORT

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<b>MEETING DATE:</b>	April 7, 2025
<b>MEETING TYPE:</b>	City Council
<b>SUBMITTED BY:</b>	Katherine Lindsey
<b>AGENDA CAPTION:</b>	Receive a presentation regarding the new Recreation Center and Library Building site plan. Presented by: MaryAnn Mitchell, BCI

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## **Background Information**

MaryAnn Mitchell, Managing Principal of Brandstetter Carroll Inc. (BCI), will provide architectural updates pertaining to the new Recreation Center and Library building.

## **Budget Implications**

NA

## **Operational Impact**

NA

## **Legal Review**

NA

## **Staff Recommendation**

NA

## **Supporting Documentation and Attachments**

# Site Plan





# STAFF REPORT

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<b>MEETING DATE:</b>	April 7, 2025
<b>MEETING TYPE:</b>	City Council
<b>SUBMITTED BY:</b>	Katherine Lindsey
<b>AGENDA CAPTION:</b>	Receive a presentation pertaining to IPTMA and STAR Transit general updates and funding. Presented by: Laura Freeland and STAR Transit

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### **Background Information**

The Inland Port Transportation Management Association (IPTMA) and STAR help facilitate transportation services to those in Hutchins. The City Council will receive a presentation and discuss general updates of the IPTMA ridership and funding.

### **Budget Implications**

The City of Hutchins currently pays an annual membership fee of \$15,000.

### **Operational Impact**

NA

### **Legal Review**

NA

### **Staff Recommendation**

NA

### **Supporting Documentation and Attachments**







*Get to know*



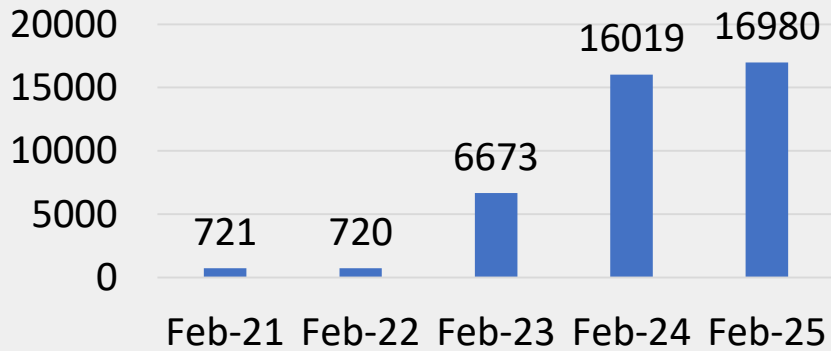
**STAR TRANSIT**



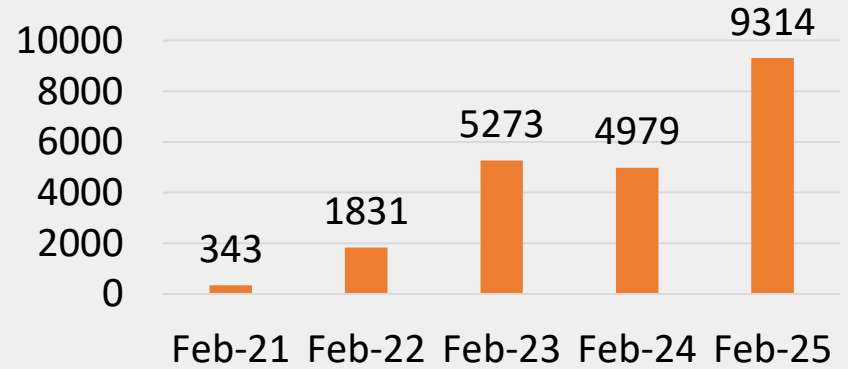
-  Inland Port TMA Service Update
-  Intro STAR Transit
-  Discuss service options
-  Discuss Next Steps

## Total Ridership:

### DART Service Area Total Rides (Inland Port GoLink)

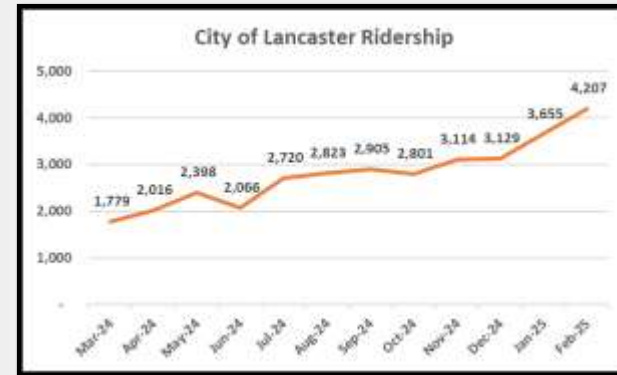
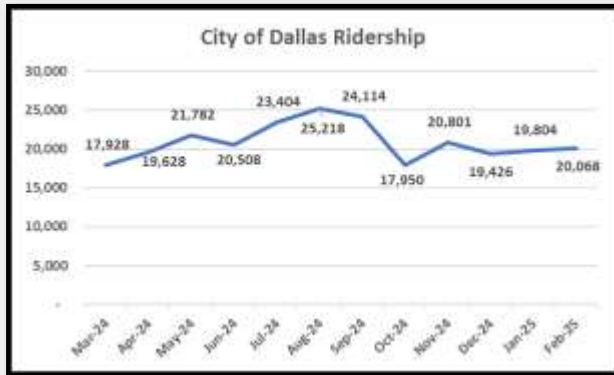
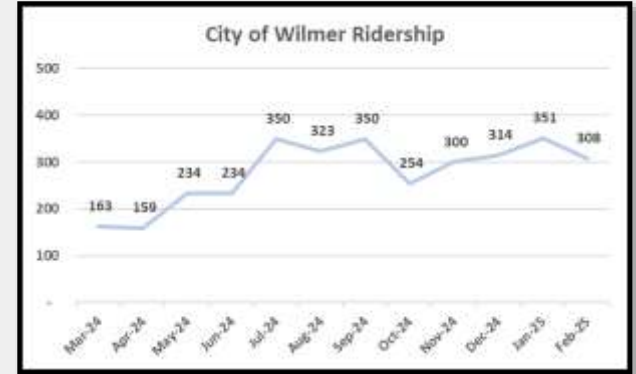
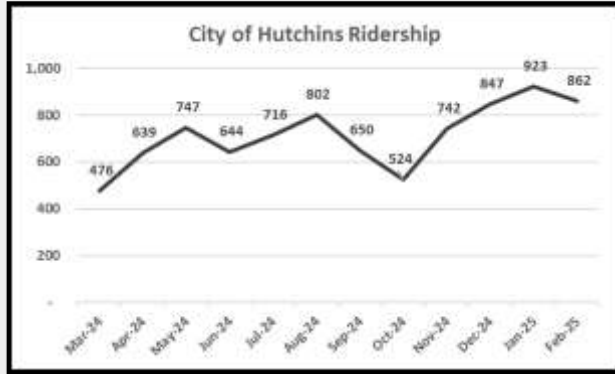


### IPTMA Service Area Total Rides (Inland Port Connect GoLink)



Ridership for the expanded Inland Port area has steadily increased since 2021.

## Ridership by City:



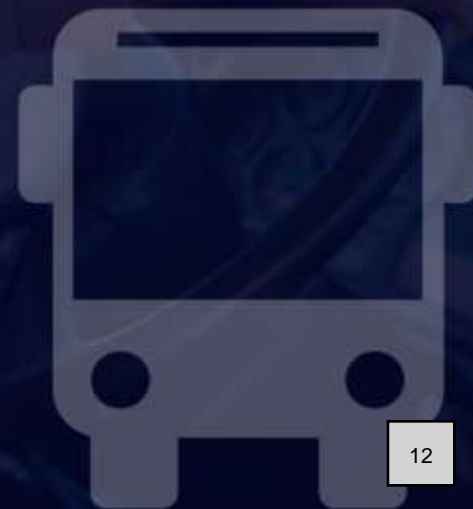
## Introduction & Background

- The Inland Port GoLink services continues to successfully address transportation needs in Southern Dallas County area.
  - As ridership increased dramatically these last two years, so has transportation costs.
  - However, membership revenue has not increased at a level to cover transportation costs.
- Since 2020, NCTCOG has provided \$4.5M in funding to cover transportation through September 2025.
- Future transportation options include:
  - Have STAR Transit provide service directly to the individual cities.
  - Potential funding from LGC once revenue stream increases in future years.



# **STAR TRANSIT**

## **Intro STAR Transit**

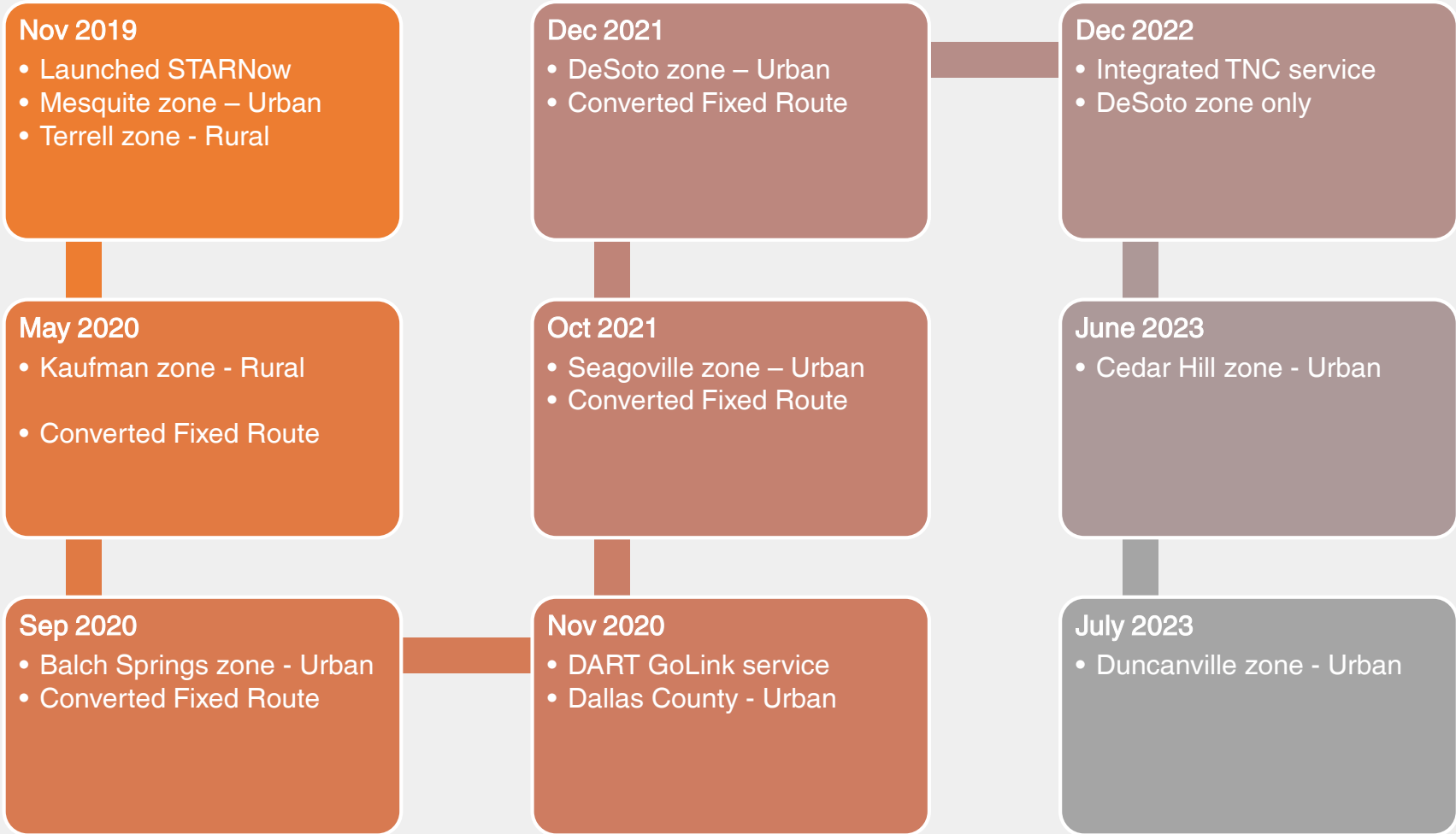


- **Providing public transportation for over 40 years** and our mission is to provide people with safe, affordable, convenient and desirable mobility options to enrich quality of life by connecting all to services and opportunities.
- We are a political sub-division of the state of Texas providing over **215,000 rides** per year with a **staff of 100** and a **fleet of 55+ vehicles**.
- Based in **Kaufman County** operating as a Rural Transit District.
- **4<sup>th</sup> largest transit agency** in greater North Texas, with **no dedicated sales tax**.

- Kaufman County
- Rockwall County
- Seagoville
- Balch Springs
- Mesquite
- DeSoto
- Cedar Hill (June 2023)
- Duncanville (July 2023)
  
- Ellis County (Title IIIB)



# Microtransit Expansion



## Demand Response:

- Pre-booked origin to destination rides within our service area.
- Booked at least one business day; up to two weeks in advance.
- Scheduling Agents are available Mon – Fri, 8 am – 4 pm.
- Buses operate Mon - Fri, 6 am – 6 pm. We do operate in Mesquite until 8 pm.
- Fares range from \$1 - \$12 and are based on mileage. Discounted fares for 60+, veteran and/or disabled riders.

## Same Day Service - STARNow:

- Same day, origin to destination, demand response service operates in Terrell, Kaufman, Forney, Mesquite, Balch Springs, Seagoville, DeSoto, Cedar Hill and Duncanville.
- Rides can be booked via the STARNow app or by calling our call center.
- Buses operate Mon – Fri, 6 am – 6 pm (Mesquite – 8 pm)
  - Mesquite/Balch Springs/Terrell - Sat, 8 am – 5 pm.
- Rides within travel zone (13 – 59) = \$2.00, Qualified 60+, Veterans, Disabled Riders = \$1.00 Children 12 and under = Free with a fare paying adult.

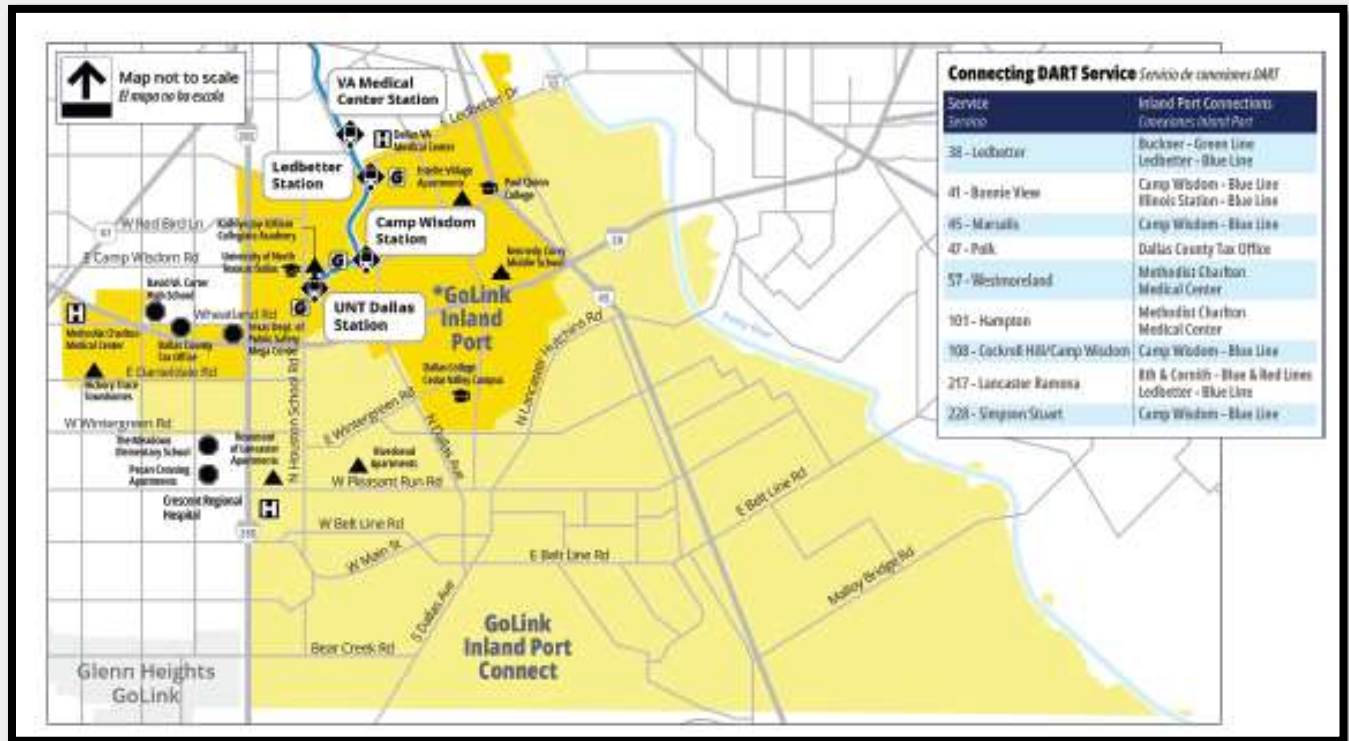
## Fixed Routes:

- Balch Springs Midtown Express Route 101.
- Fares are \$1 (13 – 59), free for 60+, 12 and below, veterans and/or disabled riders.

- Regional connections with Small Urban and Rural Transit system
- STAR Transit access agreement for DART Light-Rail stations
- Use same scheduling software
- Use same electronic fare system
- Use same route planning tools
- Subcontractor in DART GoLink service.



- DART Service operated by STAR Transit.
- Monday – Friday, 4 am – 8 pm
- Follows DART fare policy.



- **DART UNT Dallas Station**
  - STARNow
- **DART Buckner Station**
  - STARNow
  - Balch Springs Express Rte. 101
- **DART Lawnview Station**
  - STARNow
- **Lake Ray Hubbard Transit Center**
  - STARNow
- **DART Red Bird Transit Center**
  - STARNow
- **Glenn Heights Park and Ride**
  - STARNow
- **DART Rowlett Station**
  - Demand Response



- All vehicles meet the Americans with Disabilities Act (ADA) requirements, offering wheelchair lifts and other features to accommodate riders with disabilities.
- Seating Capacity: 6-18 seats.



## *Board Policies*

- Each jurisdiction is required to be self supporting with a standardize hourly cost of service across all geographic area: FY25 - \$56.75
- Federal/State grants through STAR Transit reduce this cost by 60% in urban areas; remaining operating costs are passed on to the local government partner as grant local match.
- All capital projects are funded by Federal/State grants; no major capital cost to the local jurisdiction.
- Each bus is approximately \$120,000; STAR Transit obtains these at no cost to the local jurisdiction; major capital costs covered 100% by federal funds.
- Interlocal agreements are 12-month renewable terms.



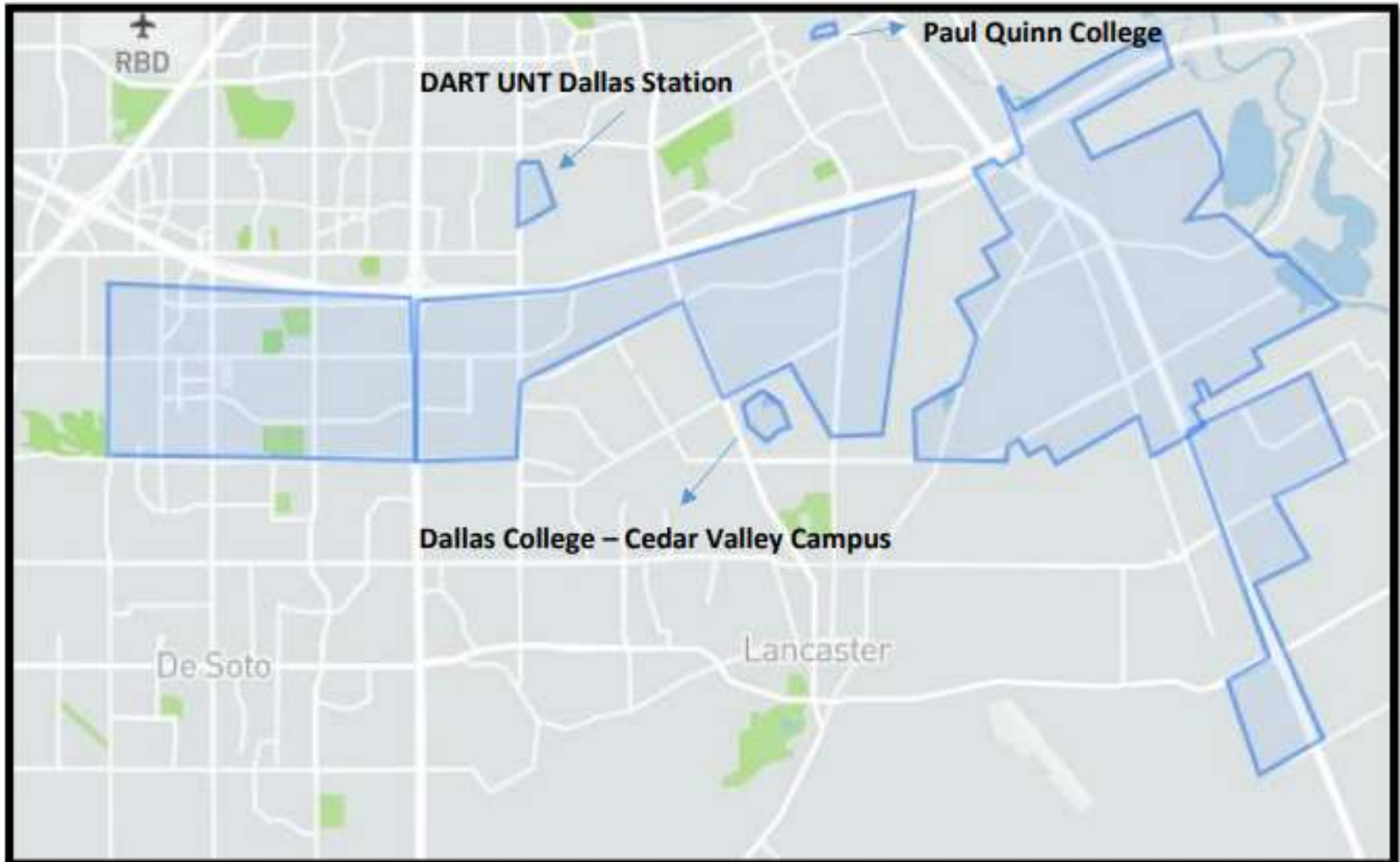
***STAR TRANSIT***  
***Proposed Service***



**Current funding for the GoLink Inland Port Connect service is expected to be depleted by September 2025.**

## **Current Daily Ridership:**

- Hutchins to/from Hutchins/Wilmer/Lancaster/DeSoto – 8
- Hutchins to/from Dallas – 13
- Hutchins to/from DART Stations – 14
- Total Hutchins activity – 35 trips per day
  
- Ridership numbers include both pickups and drop-offs occurring in the City.



## Hutchins Proposed Service – Following Inland Port Connect Service:

- Shared service with City of Wilmer to reduce costs and increase efficiency.
- 16 hours of dedicated transit service per day (Monday – Friday, 5:00 am – 8:00 pm)
  - STARNow (Same day service within the Hutchins travel zone)
    - The zone includes the city limits of Hutchins, the DART UNT Dallas Station, Dallas College – Cedar Valley Campus and Paul Quinn College.
    - The zone will also include business and industrial parks located in Wilmer, Lancaster and DeSoto.
  - Shifts 5:00 am – 1:00 pm and Noon – 8:00 pm
  - Estimated 36 trips per day on dedicated vehicles.
    - 16 hours x 2.25 trips per hour. Exceeds current ridership.
- Adding \$75,000 for Uber service is estimated to cover up to 20 additional trips per day.

## Estimated Ridership:

- Estimate up to 50 trips per day and over 1,200 trips per month.

<b>Wilmer/Hutchins</b>		
<b>Category</b>	<b>Amount</b>	<b>Notes</b>
Weekday Service Days	254	Weekday Standard
Weekday Hours	16	16 hours STARNow dedicated vehicle service (5:00am - 8:00pm)
Weekday Hourly Cost	\$ 56.75	FY25 Cost of Service ( subject to update annually as per STAR Transit Cost of Service Letter)
STAR Transit Operating Cost	\$ 230,632	Cost of dedicated vehicle service
TNC Contract Cost	\$ 75,000	Up to 20 trips per day on average
Total Operating Cost	\$ 305,632	Calculated Annual Cost
Federal Grant Subsidy Amount 5307	\$ 175,879	FTA formula funding
RTC Subsidy Amount	\$ 69,190	RTC funding for first three years
Annual Cost to the City of Wilmer	\$ 30,282	
Annual Cost to the City of Hutchins	\$ 30,282	
Monthly Charge to each City	\$ 2,523	Estimated 1,200 trips per month



# **STAR TRANSIT**

***Discuss Next Steps***



- NCTCOG to execute grant funding.
- Review inter-local agreement.
- Present to City Council.
- Conduct public involvement process.
- Finalize service plans.
- Advertise service updates.
- Transition service.



**STAR TRANSIT**

**Thank You!**





# STAFF REPORT

**MEETING DATE:** April 7, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Tim Rawlings

**AGENDA CAPTION:** Presentation for City ordinance for Window Signs. by: Tim Rawlings

### **Background Information**

There was a question raised about signage covering the windows of several local business, It was brought up as a safety concern for employee's, customers and Hutchins Police officers should there be an emergency. The ability of Officers to see inside is crucial, this also deters criminal activity. As a result of this Hutchins Code Compliance Officer Devion Anderson printed out the City's ordinance on this and hand delivered it to each of the business. No business was given a compliance notice or told that they had to change their signage. It was ask why nothing was said to the business at the time of C/O, this is because the window signage was installed after the C/O's were issued, it is common for this type of signage to be an after thought. As can be seen in the photos some of the business windows have minimal coverage but there are several that have most if not all of their windows covered. The window coverings used do not allow you to see inside but do allow you to see out.

### **Budget Implications**

N/A

### **Operational Impact**

N/A

### **Legal Review**

N/A

### **Staff Recommendation**

N/A

### **Supporting Documentation and Attachments**

### **311.001 Definitions**

#### Window sign.

A sign placed on the inside of a window, covering not more than fifty (50) percent of the total window area.



# HUTCHINS TRUCK PARTS

OPEN

ACCESSIBLE  
PARKING



*Mi Chula*  
SALON & BARBER

  
**WESTERN BOUTIQUE**







NOW  
OPEN!



**FOOD MARKET**  
PRODUCTOS MEXICANOS

Section D, Item 3.

10

SPACE  
FOR  
LEASE  
Suite #10  
1200 sq ft  
CALL STARBUCKS

BIENVENIDOS

OPEN!

12

Jeep

37

TEXAS  
TV 1-2711

# DONUTS

**SMITH**  
since 1903  
Personnel Solutions

12

SPACE FOR LEASE

214-300-8001

KS DONUTS

OPEN

KS DONUTS

CLOSED

KS DONUTS

214-300-8001



14

**DONUTS**

**SMITH**  
since 1903  
Personnel Solutions

**CHICALY**  
ICE CREAM

**FRUTERIA Y NEVERIA**

DONUTS O KS DONUTS O KS DONUTS

OPEN

CLOSED

COFFEE

14

**SMITH**

OPEN 15

ESPADILLAS NATURALES MICHELLAGOJA CANASTITA CHICALY

ANZENA LOCA PINA LOCA MARUCHAN LOCA

PINA CGLADA CHICHARRON PREPARADO PAPAS CON QUESO

**SMITH**  
since 1903  
Personnel Solutions



**FRUTERIA Y NEVERIA**



**MEXICAN FOOD**





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TEAM

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ENCHILADAS	ENSALADA	
PAMBAZO	3 TAGOS	

E-JUICE  
THC  
KRATOM  
DFO









# HUTCHINS LIQUOR

BEER • WINE • SPIRIT

106

Advertisement for Jack Daniel's featuring a bottle and the text: "GETTING TOGETHER IS JUST THE START."

Advertisement with the number "5" and other illegible text.

105  
**OPEN**  
WARNING: IT IS CRIMINAL FOR ANYONE TO CONSUME ALCOHOL OR OPERATE A MOTOR VEHICLE WHILE UNDER THE INFLUENCE OF ALCOHOL.  
ADVERTENCIA: ES UN CRIMEN CONSUMIR ALCOHOL O CONDUCIR UN VEHICULO MIENTRAS SE ESTAN BAJO EL EFECTO DEL ALCOHOL.

# Proposed Development

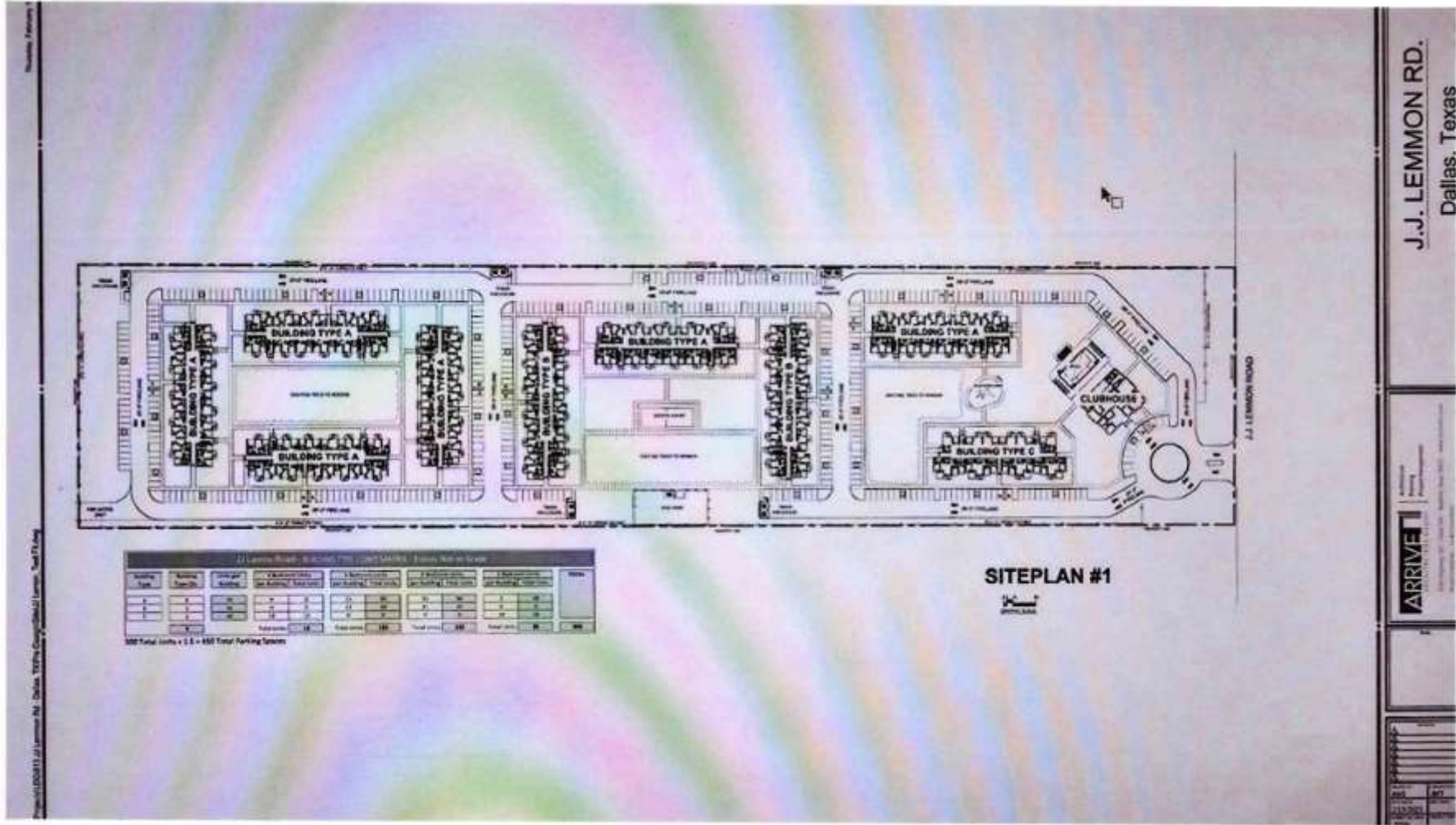
Location and Site Plan





Section D, Item4.







# STAFF REPORT

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**MEETING DATE:** April 7, 2025

**MEETING TYPE:** Regular Council Meeting

**SUBMITTED BY:** Chief Perry

**AGENDA CAPTION:** [Proclamation Communications Officer Appreciation Week]  
Presented by: [Steve Perry, Police Chief, Becky Blanton,  
Communications Supervisor]

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**Background Information**

Proclamation recognizing April 13<sup>th</sup> through the 19<sup>th</sup> and Communications Officer appreciation week.

**Budget Implications**

**Operational Impact**

**Legal Review**

N/A

**Staff Recommendation**

**Supporting Documentation and Attachments**

Proclamation

# *Proclamation Hutchins, Texas*

**WHEREAS**, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services;

**WHEREAS**, when an emergency occurs the prompt response of police officers, firefighters, and emergency medical personnel is critical to the protection of life and preservation of property; and

**WHEREAS**, Public Safety Telecommunicators work for the most part ‘behind the scenes’, where they support the work of the first responders, fire, police and emergency medical personnel.

**WHEREAS**, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Hutchins Communications Center; and

**WHEREAS**, Public Safety Telecommunicators are the single vital link for our police officers, firefighters, and emergency medical personnel by monitoring their activities by radio, providing them information and ensuring their safety; and

**WHEREAS**, each Public Safety Telecommunicator has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

**NOW, THEREFORE, IT IS PROCLAIMED** by the Mayor and City Council of the City of Hutchins, Texas, the week of April 13th through 19th, 2025, to be National Public Safety Telecommunications Week in Hutchins, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Hutchins to be affixed this 7<sup>th</sup> day of April 2025.

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**Mario Vasquez, Mayor**



# STAFF REPORT

**MEETING DATE:** April 7, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Cynthia Olguin

**AGENDA CAPTION:** Conduct two Public Hearings for the Post Oak Annexation. Presented by Mamun Yusuf, Director of Public Works and City Secretary Cynthia Olguin

### Background Information

The city is required to conduct two public hearings in accordance with the annexation requirements outlined in Chapter 43 of the Texas Local Government Code:

Sec. 43.0561. ANNEXATION HEARING REQUIREMENTS.

(c) The municipality must:

(1) post notice of the hearings on the municipality's Internet website if the municipality has an Internet website; and

(2) publish notice of the hearings in a newspaper of general circulation:

(A) in the municipality;

(B) in the area proposed for annexation; and

(C) if the municipality is a home-rule municipality, in any area that would be newly included in the municipality's extraterritorial jurisdiction by the expansion of the municipality's extraterritorial jurisdiction resulting from the proposed annexation.

(d) The notice for each hearing must be published at least once on or after the 20th day but before the 10th day before the date of the hearing. The notice for each hearing must be posted on the municipality's Internet website on or after the 20th day but before the 10th day before the date of the hearing and must remain posted until the date of the hearing.

The notice of public hearing was posted on the city's official posting board at City Hall, the city's website homepage on March 26, 2025, and published once in the Daily Commercial Record on March 27, 2025.

**Budget Implications** - N/A

**Operational Impact**- N/A

**Legal Review** - The notice of publication was prepared by city attorney Joe Gorfida.

**Staff Recommendation**

**Recommended Motion:**

**Supporting Documentation and Attachments**

Copy of Notice of Public Hearing published on March 27, 2025, in the Daily Commercial Record.

LEGAL NOTICES  
CONTINUED

REQUEST FOR BIDS/PROPOSALS/QUALIFICATIONS

Request for Bid (RFB) will be received and opened by the Dallas College Procurement Department, phone 972/860-7771 via Electronic Submittal. Due April 17, 2025, no later than 2:00 pm. RFB-2025-866846, Frame Machine for Electric Vehicles for Eastfield Automotive Program. Buyer: Sheneicka Ogwuegbu; Advertising on 3/27/25 & 4/3/25. Note: RFB documents can be downloaded through our new online bidding and eProcurement Sourcing system, Workday at https://dallas-college-public-portal.us.workdayspend.com/

3/27,4/3

PUBLIC NOTICES

Service of Process by Publication

Copy: It appearing by verified Petition to Quiet Title and for Muniment of Title Docket No. 24-542, filed by Petitioner BRENDA LORANCE before the Cannon County, Tennessee Chancery Court, that Respondent RHESA LANDS DUNCAN'S location and whereabouts are unknown and cannot be ascertained upon diligent inquiry, this Court hereby issues Order of Constructive Service by Publication upon said Respondent. The Respondent, RHESA LANDS DUNCAN, is hereby summoned to appear before the Honorable Dana Davenport, Cannon County, Tennessee Clerk & Master, and file answer to the Petition and serve a copy of her Answer upon Petitioner's Counsel, Jonathon D. Fagan, at 157 Cedar Lane, Auburtnow, TN 37016, or otherwise judgement by default will be entered against her for the relief demanded in the Petition.

3/6,3/13,3/20,3/27

CITY OF MESQUITE

NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Mesquite, Texas (the

"City"), will meet in the Council Chambers at the City Hall, 757 N. Galloway Ave, Mesquite, Texas 75149, the regular meeting place of the City Council, at 7:00 p.m. on the 19th day of May, 2025, which is the time and place tentatively set for the passage of an ordinance and such other action as may be deemed necessary to authorize the issuance of the City's certificates of obligation (the "Certificates"), in one or more series, issued as taxable and/or tax-exempt obligations, in the combined maximum aggregate principal amount not to exceed \$32,200,000, payable from the levy of a direct and continuing ad valorem tax against all taxable property within the City sufficient to pay the interest on this series of Certificates as due and to provide for the payment of the principal thereof as the same matures, as authorized by Chapter 271, Subchapter C, Texas Local Government Code, as amended, and from all or a part of the surplus revenues of the City's waterworks and sewer system, such pledge of surplus revenues being limited to \$1,000, bearing interest at any rate or rates not to exceed the maximum interest rate authorized by law, as shall be determined within the discretion of the City Council of the City at the time of issuance of the Certificates, and maturing over a period not to exceed forty (40) years from the date of issuance, for the purposes of evidencing the indebtedness of the City for all or any part of the costs associated with: (i) acquisition and installation of City information technology infrastructure and equipment; (ii) designing, engineering, developing, constructing, improving and repairing, extending and expanding streets, thoroughfares and bridges, including streetscaping, related storm drainage improvements, signalization and other traffic controls, sidewalks, street lights and the acquisition of any right of way therefor; (iii) designing, developing, constructing, improving and renovating existing City buildings and facilities, including City Hall facilities, recreation facilities, service center facilities, police facilities, public safety training facilities, solid waste service facilities, arts facilities, field service facilities, and fire stations; (iv) acquisition of equipment and vehicles for various City services and departments, including police, animal services, parks and recreation, enforcement services, neighborhood services,

public works, fire, and facilities maintenance services, and (v) professional services incurred in connection with items (i) through (iv), and to pay the costs incurred in connection with the issuance of the Certificates. The estimated combined principal and interest required to pay the Certificates on time and in full is \$51,100,000. Such estimate is provided for illustrative purposes only, and is based on an assumed interest rate of 4.75%. Market conditions affecting interest rates vary based on a number of factors beyond the control of the City, and the City cannot and does not guarantee a particular interest rate associated with the Certificates. As of the date of this notice, the aggregate principal amount outstanding of tax-supported debt obligations of the City is \$263,685,000 and based on the City's expectations, as of the date of this notice the combined principal and interest required to pay all of the outstanding tax-supported debt obligations of the City on time and in full is \$360,815,585.

WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY, this 17th day of March, 2025.

/s/Sonja Land, City Secretary  
City of Mesquite, Texas

3/20,3/27

NOTICE OF PUBLIC HEARING

THE MESQUITE HOUSING FINANCE CORPORATION

Notice is hereby given that a public hearing will be conducted by The Mesquite Housing Finance Corporation (the "Issuer") on April 7, 2025, at 5:00 p.m. at the Mesquite City Hall, 2nd Floor Training Rooms A&B, 757 N. Galloway Ave., Mesquite, Texas 75149.

The public hearing is regarding a plan of finance for the issuance of obligations by the Issuer, which may be issued in one or more series, in an aggregate principal amount not to exceed \$50,000,000 (the "Bonds"). The Bonds will be issued as exempt facility bonds for a qualified residential rental project pursuant to section 142(a)(7) of the Internal Revenue Code of 1986, as amended (the "Code"). Such qualified residential rental project (the "Development") will be located at or about 23701 Lyndon B Johnson Fwy, Mesquite, Texas 75180, and the initial owner and principal user thereof will be Torrington Briarwood, LP (or a related person or affiliate thereof).

All interested persons are invited to attend such public

hearing to express their views with respect to the Development and the issuance of the Bonds. Questions or requests for additional information may be directed to Ted Chinn, City of Mesquite Director of Finance, 757 N. Galloway Ave., Mesquite, Texas 75149 (972-216-6287). Any interested persons unable to attend the hearing, but who would like to express their views with respect to the Development and the Bonds, may submit their views in writing to Mr. Chinn prior to the date scheduled for the hearing.

This notice is published and the above-described hearing is to be held in satisfaction of the requirements of section 147(f) of the Code and Section 394.9025(a) of the Texas Local Government Code, as amended.

3/27

CITY OF HUTCHINS

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS, THAT:

The City of Hutchins, Texas proposes to institute consent annexation proceedings to pursuant to Chapter 43 of the Texas Local Government Code to enlarge and extend the boundary limits of said city to include the following described territory, to-wit:

**Portions of Post Oak Road, a county road owned by Dallas County and within the exclusive extraterritorial jurisdiction of the City, from the current city limit in front of the Lancaster Club Lake to Fulghum Road, including the entire width of said county road and the adjacent right-of-way on both sides of the county road, complete description available at city hall.**

A public hearing will be held by and before the City Council of the City of Hutchins, Texas on the 7th day of April 2025 at 6:30 p.m. in the City Council Chamber of the City Hall of the City of Hutchins, Texas, for all persons interested in the above proposed annexation. At said time and place all such persons shall have the right to appear and be heard. Of all said matters and things, all persons interested in the things and matters herein mentioned, will take notice.

By order of the City Council of the City of Hutchins, Texas this the 27th day of March 2025.

Mario Vasquez

Mayor  
ATTEST:  
Cynthia Olguin  
City Secretary

3/27

CITY OF BALCH SPRINGS

NOTICE OF PUBLIC HEARING

The City of Balch Springs **City Council** will conduct a public hearing at a meeting on Monday, April 14, 2025, at 7:00 p.m. located at the Balch Springs City Hall, 13503 Alexander Road, Balch Springs, TX 75181 to consider the following:

**Specific Use Permit Application No. 001-2025 SUP** by Devine Care, LLC on the subject parcel located at 3475 S. Beltline Road totaling (+/-) 1.7910 acres to allow a day-care facility.

**Rezoning Application 002-2025** by Alexis Nino to rezone subject parcels totaling (+/-) 0.5969 acres of land located at 11327 Allumbaugh Drive to Industrial (I) from Single-Family (SF-6) to allow the development of a warehouse.

**Rezoning Application 003-2025** by Mishal Anwer to rezone subject parcels totaling (+/-) 0.942 acres of land located at 11916 Seagoville Road to Commercial (C) from Local Retail (LR) to allow the development of a warehouse.

**Rezoning Application 005-2025** by CCM Engineering dba Linvic Holdings LLC & Village Castle Investments LP to rezone subject parcels totaling 9.123 acres from Multi-Family (MF-16), Local Retail (LR), and Single-Family (SF-6), to Planned Development District (PD) located at 12902 Timothy and 12904 Timothy Lane to allow a mixed-use development consisting of medium density residential and retail uses.

**Rezoning Application 006-2025** by ADTM Engineering and Construction Corporation to rezone subject parcels totaling (+/-) 3 acres of land located at 630 Edgeworth to Planned Development District (PD) from Single-Family Zone District (SF-6) to allow a single-family residential subdivision consisting of seventeen homes.

For more information, contact the Planning and Zoning Division, Jordan Ott at 214-217-5429 or by email at jott@cityofbalchsprings.com

3/27



# STAFF REPORT

**MEETING DATE:** April 7, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Cynthia Olguin

**AGENDA CAPTION:** Conduct two Public Hearings for the Post Oak Annexation. Presented by Mamun Yusuf, Director of Public Works and City Secretary Cynthia Olguin

### Background Information

The city is required to conduct two public hearings in accordance with the annexation requirements outlined in Chapter 43 of the Texas Local Government Code:

Sec. 43.0561. ANNEXATION HEARING REQUIREMENTS.

(c) The municipality must:

(1) post notice of the hearings on the municipality's Internet website if the municipality has an Internet website; and

(2) publish notice of the hearings in a newspaper of general circulation:

(A) in the municipality;

(B) in the area proposed for annexation; and

(C) if the municipality is a home-rule municipality, in any area that would be newly included in the municipality's extraterritorial jurisdiction by the expansion of the municipality's extraterritorial jurisdiction resulting from the proposed annexation.

(d) The notice for each hearing must be published at least once on or after the 20th day but before the 10th day before the date of the hearing. The notice for each hearing must be posted on the municipality's Internet website on or after the 20th day but before the 10th day before the date of the hearing and must remain posted until the date of the hearing.

The notice of public hearing was posted on the city's official posting board at City Hall, the city's website homepage on March 26, 2025, and published once in the Daily Commercial Record on March 27, 2025.

**Budget Implications** - N/A

**Operational Impact**- N/A

**Legal Review** - The notice of publication was prepared by city attorney Joe Gorfida.

**Staff Recommendation**

**Recommended Motion:**

**Supporting Documentation and Attachments**

Copy of Notice of Public Hearing published on March 27, 2025, in the Daily Commercial Record.

**LEGAL NOTICES**  
*CONTINUED*

**REQUEST FOR BIDS/PROPOSALS/QUALIFICATIONS**

Request for Bid (RFB) will be received and opened by the Dallas College Procurement Department, phone 972/860-7771 via **Electronic Submittal**. Due April 17, 2025, no later than 2:00 pm. RFB-2025-866846, **Frame Machine for Electric Vehicles for Eastfield Automotive Program**. Buyer: Sheneicka Ogwuegbu; Advertising on 3/27/25 & 4/3/25. Note: RFB documents can be downloaded through our new **online bidding and eProcurement Sourcing system, Workday at <https://dallas-college-public-portal.us.workdayspend.com/>**

3/27,4/3

**PUBLIC NOTICES**

**Service of Process by Publication**

Copy: It appearing by verified Petition to Quiet Title and for Muniment of Title Docket No. 24-542, filed by Petitioner BRENDA LORANCE before the Cannon County, Tennessee Chancery Court, that Respondent **RHESA LANDS DUNCAN'S** location and whereabouts are unknown and cannot be ascertained upon diligent inquiry, this Court hereby issues Order of Constructive Service by Publication upon said Respondent. The Respondent, **RHESA LANDS DUNCAN**, is hereby summoned to appear before the Honorable Dana Davenport, Cannon County, Tennessee Clerk & Master, and file answer to the Petition and serve a copy of her Answer upon Petitioner's Counsel, Jonathon D. Fagan, at 157 Cedar Lane, Auburtnow, TN 37016, or otherwise judgment by default will be entered against her for the relief demanded in the Petition.

3/6,3/13,3/20,3/27

**CITY OF MESQUITE**

**NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION**

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"City"), will meet in the Council Chambers at the City Hall, 757 N. Galloway Ave, Mesquite, Texas 75149, the regular meeting place of the City Council, at 7:00 p.m. on the 19th day of May, 2025, which is the time and place tentatively set for the passage of an ordinance and such other action as may be deemed necessary to authorize the issuance of the City's certificates of obligation (the "Certificates"), in one or more series, issued as taxable and/or tax-exempt obligations, in the combined maximum aggregate principal amount not to exceed \$32,200,000, payable from the levy of a direct and continuing ad valorem tax against all taxable property within the City sufficient to pay the interest on this series of Certificates as due and to provide for the payment of the principal thereof as the same matures, as authorized by Chapter 271, Subchapter C, Texas Local Government Code, as amended, and from all or a part of the surplus revenues of the City's waterworks and sewer system, such pledge of surplus revenues being limited to \$1,000, bearing interest at any rate or rates not to exceed the maximum interest rate authorized by law, as shall be determined within the discretion of the City Council of the City at the time of issuance of the Certificates, and maturing over a period not to exceed forty (40) years from the date of issuance, for the purposes of evidencing the indebtedness of the City for all or any part of the costs associated with: (i) acquisition and installation of City information technology infrastructure and equipment; (ii) designing, engineering, developing, constructing, improving and repairing, extending and expanding streets, thoroughfares and bridges, including streetscaping, related storm drainage improvements, signalization and other traffic controls, sidewalks, street lights and the acquisition of any right of way therefor; (iii) designing, developing, constructing, improving and renovating existing City buildings and facilities, including City Hall facilities, recreation facilities, service center facilities, police facilities, public safety training facilities, solid waste service facilities, arts facilities, field service facilities, and fire stations; (iv) acquisition of equipment and vehicles for various City services and departments, including police, animal services, parks and recreation, enforcement services, neighborhood services,

public works, fire, and facilities maintenance services, and (v) professional services incurred in connection with items (i) through (iv), and to pay the costs incurred in connection with the issuance of the Certificates. The estimated combined principal and interest required to pay the Certificates on time and in full is \$51,100,000. Such estimate is provided for illustrative purposes only, and is based on an assumed interest rate of 4.75%. Market conditions affecting interest rates vary based on a number of factors beyond the control of the City, and the City cannot and does not guarantee a particular interest rate associated with the Certificates. As of the date of this notice, the aggregate principal amount outstanding of tax-supported debt obligations of the City is \$263,685,000 and based on the City's expectations, as of the date of this notice the combined principal and interest required to pay all of the outstanding tax-supported debt obligations of the City on time and in full is \$360,815,585.

WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY, this 17th day of March, 2025.

*/s/Sonja Land*, City Secretary  
City of Mesquite, Texas

3/20,3/27

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**THE MESQUITE HOUSING FINANCE CORPORATION**

Notice is hereby given that a public hearing will be conducted by The Mesquite Housing Finance Corporation (the "Issuer") on April 7, 2025, at 5:00 p.m. at the Mesquite City Hall, 2nd Floor Training Rooms A&B, 757 N. Galloway Ave., Mesquite, Texas 75149.

The public hearing is regarding a plan of finance for the issuance of obligations by the Issuer, which may be issued in one or more series, in an aggregate principal amount not to exceed \$50,000,000 (the "Bonds"). The Bonds will be issued as exempt facility bonds for a qualified residential rental project pursuant to section 142(a)(7) of the Internal Revenue Code of 1986, as amended (the "Code"). Such qualified residential rental project (the "Development") will be located at or about 23701 Lyndon B Johnson Fwy, Mesquite, Texas 75180, and the initial owner and principal user thereof will be Torrington Briarwood, LP (or a related person or affiliate thereof).

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This notice is published and the above-described hearing is to be held in satisfaction of the requirements of section 147(f) of the Code and Section 394.9025(a) of the Texas Local Government Code, as amended.

3/27

**CITY OF HUTCHINS**

**NOTICE OF PUBLIC HEARING**

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**Portions of Post Oak Road, a county road owned by Dallas County and within the exclusive extraterritorial jurisdiction of the City, from the current city limit in front of the Lancaster Club Lake to Fulghum Road, including the entire width of said county road and the adjacent right-of-way on both sides of the county road, complete description available at city hall.**

A public hearing will be held by and before the City Council of the City of Hutchins, Texas on the 7th day of April 2025 at 6:30 p.m. in the City Council Chamber of the City Hall of the City of Hutchins, Texas, for all persons interested in the above proposed annexation. At said time and place all such persons shall have the right to appear and be heard. Of all said matters and things, all persons interested in the things and matters herein mentioned, will take notice.

By order of the City Council of the City of Hutchins, Texas this the 27th day of March 2025.

Mario Vasquez

Mayor  
ATTEST:  
Cynthia Olguin  
City Secretary

3/27

**CITY OF BALCH SPRINGS**

**NOTICE OF PUBLIC HEARING**

The City of Balch Springs **City Council** will conduct a public hearing at a meeting on Monday, April 14, 2025, at 7:00 p.m. located at the Balch Springs City Hall, 13503 Alexander Road, Balch Springs, TX 75181 to consider the following:

**Specific Use Permit Application No. 001-2025 SUP** by Devine Care, LLC on the subject parcel located at 3475 S. Beltline Road totaling (+/-) 1.7910 acres to allow a day-care facility.

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For more information, contact the Planning and Zoning Division, Jordan Ott at 214-217-5429 or by email at [jott@cityofbalchsprings.com](mailto:jott@cityofbalchsprings.com)

3/27



# STAFF REPORT

**MEETING DATE:** April 7, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Mamun Yusuf

**AGENDA CAPTION:** Discuss and consider Ordinance 2025-04-1206 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ANNEXING THE HEREINAFTER DESCRIBED TERRITORY INTO THE CITY OF HUTCHINS, TEXAS, EXTENDING THE BOUNDARY LIMITS OF THE CITY SO AS TO INCLUDE A ±7.87-ACRE TRACT OF LAND (POST OAK ROAD) WITHIN THE CITY’S LIMITS, GRANTING TO ALL INHABITANTS AND OWNERS OF THE TERRITORY ALL OF THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS, AND BINDING THE INHABITANTS BY ALL THE ACTS, ORDINANCES AND REGULATIONS OF THE CITY; ADOPTING A SERVICE PLAN FOR THE DESCRIBED TERRITORY; PROVIDING A CONFLICTS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. Presented by: Mamun Yusuf, Director of Public Works

### Background Information

This ordinance applies to the following described territory: a ±7.87-acre tract of land along Post Oak Road, located in Dallas County, Texas, within the Trisha Myree Lund Survey 6088. It pertains to the apparent variable-width right-of-way (ROW) for Post Oak Road, as more specifically detailed in Exhibits “A” and “B,” which are attached hereto and incorporated herein for all purposes.

### Budget Implications

NA

### Operational Impact

N/A

### Legal Review

N/A

### Staff Recommendation

Staff recommend approving Ordinance 2025-04-1206.

### Supporting Documentation and Attachments

**CITY OF HUTCHINS, TEXAS  
ORDINANCE NO. 2025-04-1206**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ANNEXING THE HEREINAFTER DESCRIBED TERRITORY INTO THE CITY OF HUTCHINS, TEXAS, EXTENDING THE BOUNDARY LIMITS OF THE CITY SO AS TO INCLUDE A ±7.87-ACRE TRACT OF LAND (POST OAK ROAD) WITHIN THE CITY’S LIMITS, GRANTING TO ALL INHABITANTS AND OWNERS OF THE TERRITORY ALL OF THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS, AND BINDING THE INHABITANTS BY ALL THE ACTS, ORDINANCES AND REGULATIONS OF THE CITY; ADOPTING A SERVICE PLAN FOR THE DESCRIBED TERRITORY; PROVIDING A CONFLICTS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, this ordinance pertains to the hereinafter described territory consisting of a ±7.87-acre tract of land (Post Oak Road) situated in Dallas County, Texas out of the Trisha Myree Lund Survey 6088, being a description of the apparent variable width right-of-way (ROW) for Post Oak Road said ROW being partially described in Volume 2793, Page 400, and Volume 2793, Page 398 of the Deed Records of Dallas County, Texas (D.R.D.C.T.) along with subsequent strip dedications and being based on observed field evidence to determine the apparent ROWS hence forth (bearings and distances cited herein are grid based on the Texas State Plane Coordinate System, North Central Zone, NAD 83), and which is more particularly described and identified in Exhibits “A” and “B”, attached hereto and made a part hereof for all purposes; and

**WHEREAS**, the City Council of the City of Hutchins has been presented with a request from the County of Dallas for the annexation of portions of Post Oak Road; and

**WHEREAS**, after the City Council of the City of Hutchins provided the requisite notices in accordance with Chapter 43 of the Texas Local Government Code; and

**WHEREAS**, the City Council has adopted a service plan as required by Section 43.056 of the Texas Local Government Code for the territory, which is attached hereto as Exhibit “C”; and

**WHEREAS**, the territory to be annexed lies within the exclusive extra territorial jurisdiction of Hutchins, Texas; and

**WHEREAS**, the requirements for annexation of this area are as stated in Chapter 43 of the Texas Local Government Code and the City meets the requirements for annexation as set forth in Section 43.1055 of the Texas Local Government Code; and

**WHEREAS**, the City Council of the City of Hutchins has concluded that said territory should be annexed to and made a part of the City of Hutchins, Texas;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS:**

**SECTION 1.** That the territory consisting of a ±7.87-acre tract of land (Post Oak Road), more or less, and more particularly described and identified in Exhibit “A” and Exhibit “B”, is situated within the exclusive extraterritorial jurisdiction of the City and adjacent and contiguous thereto, be and the same is hereby annexed to the City of Hutchins, Texas.

**SECTION 2.** The boundary limits of the City of Hutchins, Texas, shall be and are hereby extended to include said territory within the City limits and the territory described herein shall be and is hereby included within the territorial limits of the City, subject to all the acts, ordinances, resolutions and regulations of said City. The inhabitants of the property described herein and annexed hereby shall hereafter be entitled to all rights and privileges of other citizens of the City of Hutchins, and shall be bound by the acts, ordinances, resolutions, and regulations of the City.

**SECTION 3.** That the service plan for the territory is approved by the City Council of the City of Hutchins, which is attached hereto as Exhibit “C” and made a part hereof for all purposes, the same as if fully copied herein, be and the same is hereby adopted by the City of Hutchins.

**SECTION 4.** That to the extent of any irreconcilable conflict with the provisions of this Ordinance and other ordinances of the City of Hutchins governing the use and development of the Property and which are not expressly amended by this Ordinance, the provisions of this Ordinance shall be controlling.

**SECTION 5.** That all provisions of the ordinances of the City of Hutchins, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 6.** That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

**SECTION 7.** This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law in such cases provides.

**IT IS ACCORDINGLY SO ORDAINED.**

**DULY PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS ON THE 7th DAY OF APRIL 2025.**

**CITY OF HUTCHINS, TEXAS**

\_\_\_\_\_  
Mario Vasquez, Mayor

**ATTEST:**

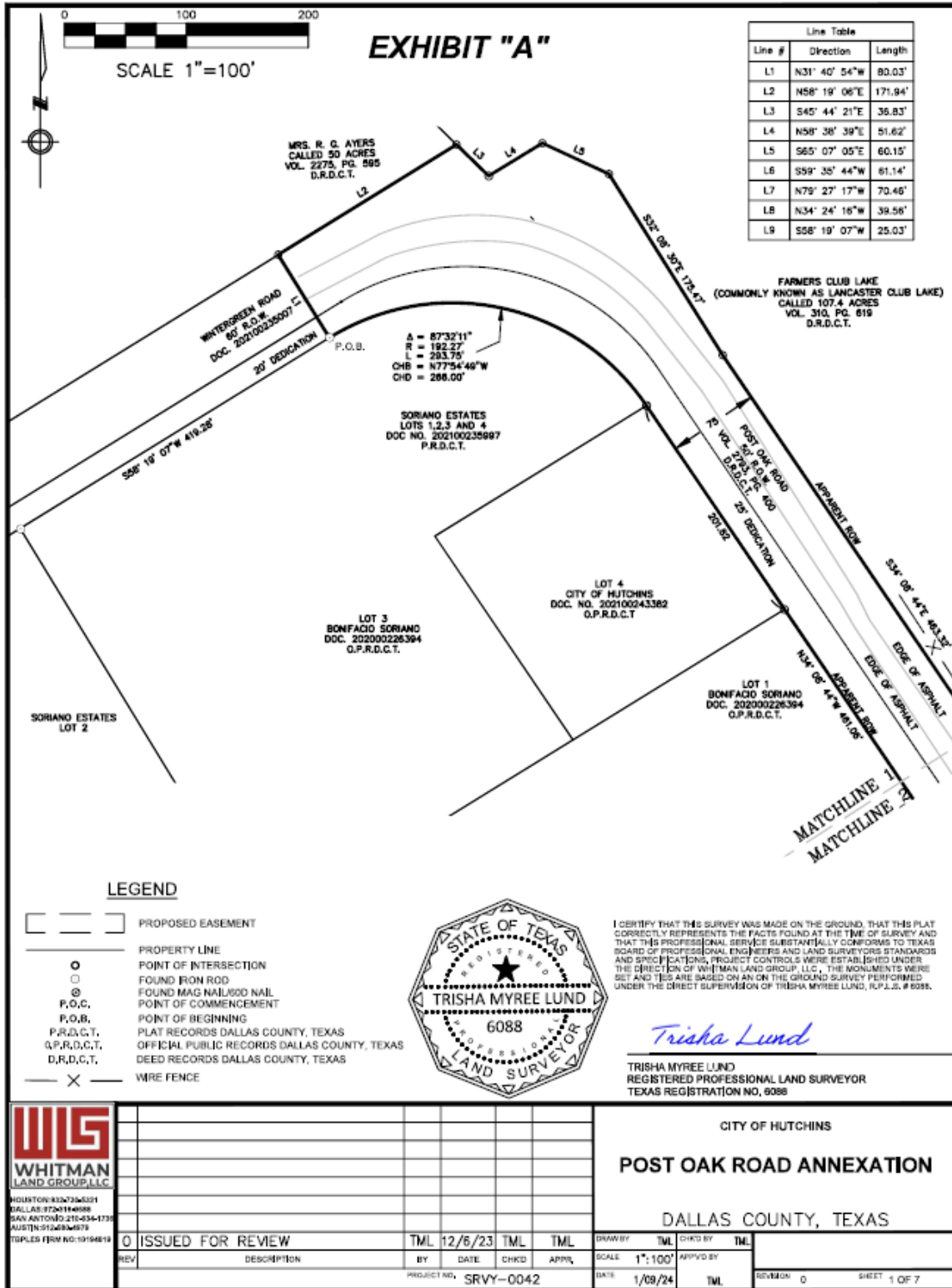
\_\_\_\_\_  
Cynthia Olguin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Joseph J. Gorfida, Jr., City Attorney  
(10-30-2024: 4882-4379-2116, v. 1)

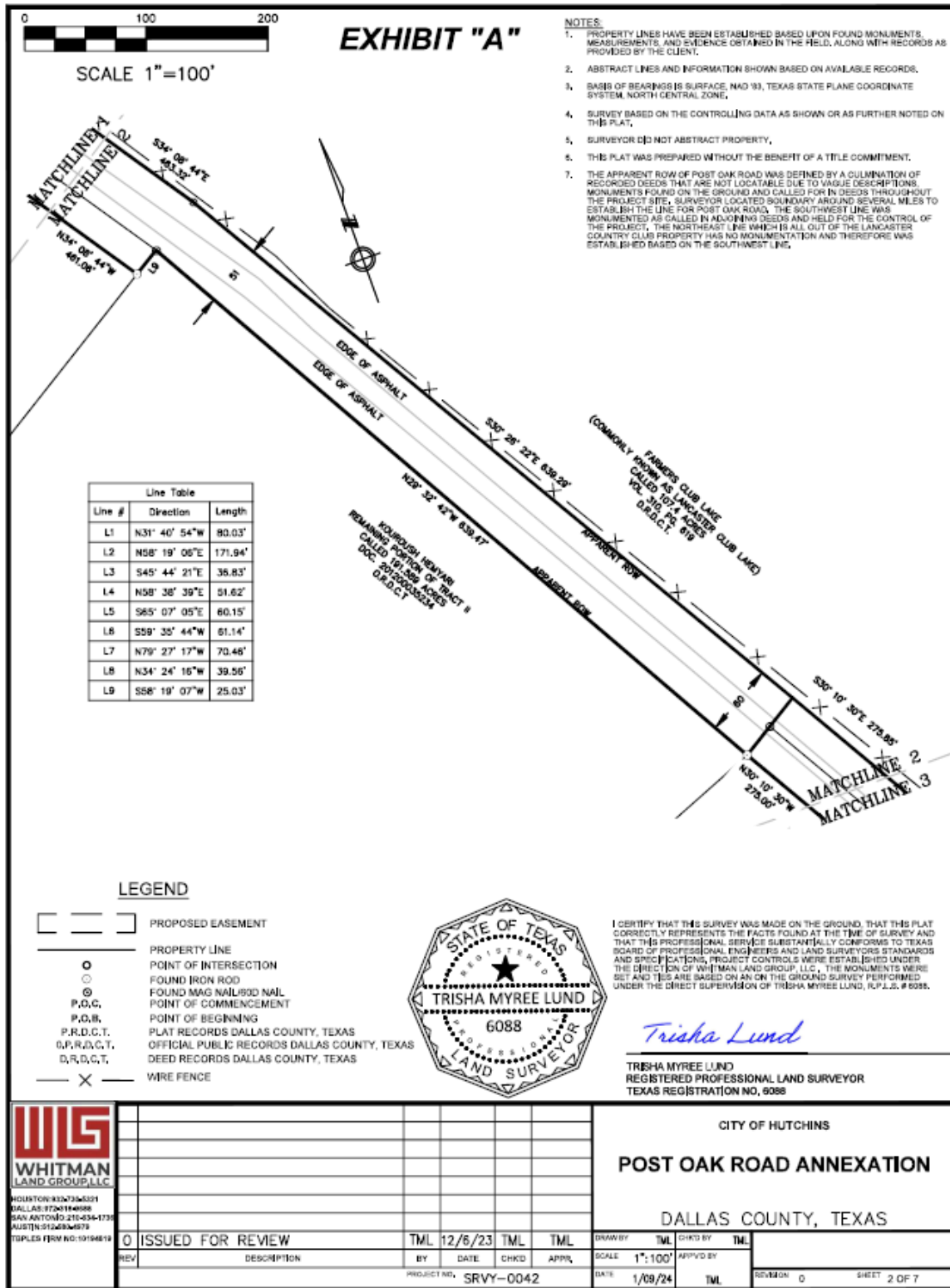
# EXHIBIT "A"

## Depiction Post Oak Road (±7.87-Acre Tract)

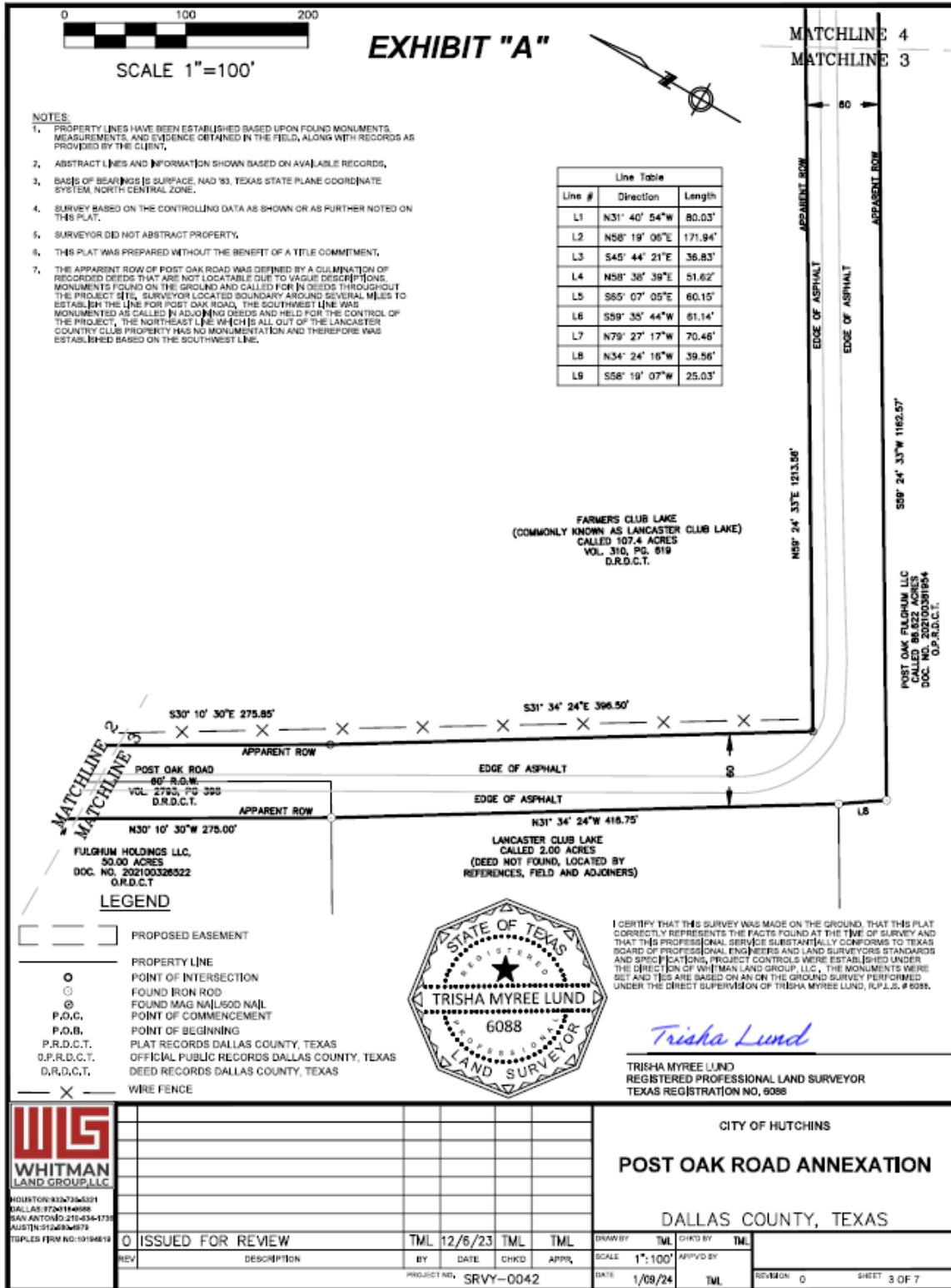


## EXHIBIT "A"

### Depiction Post Oak Road (±7.87-Acre Tract)

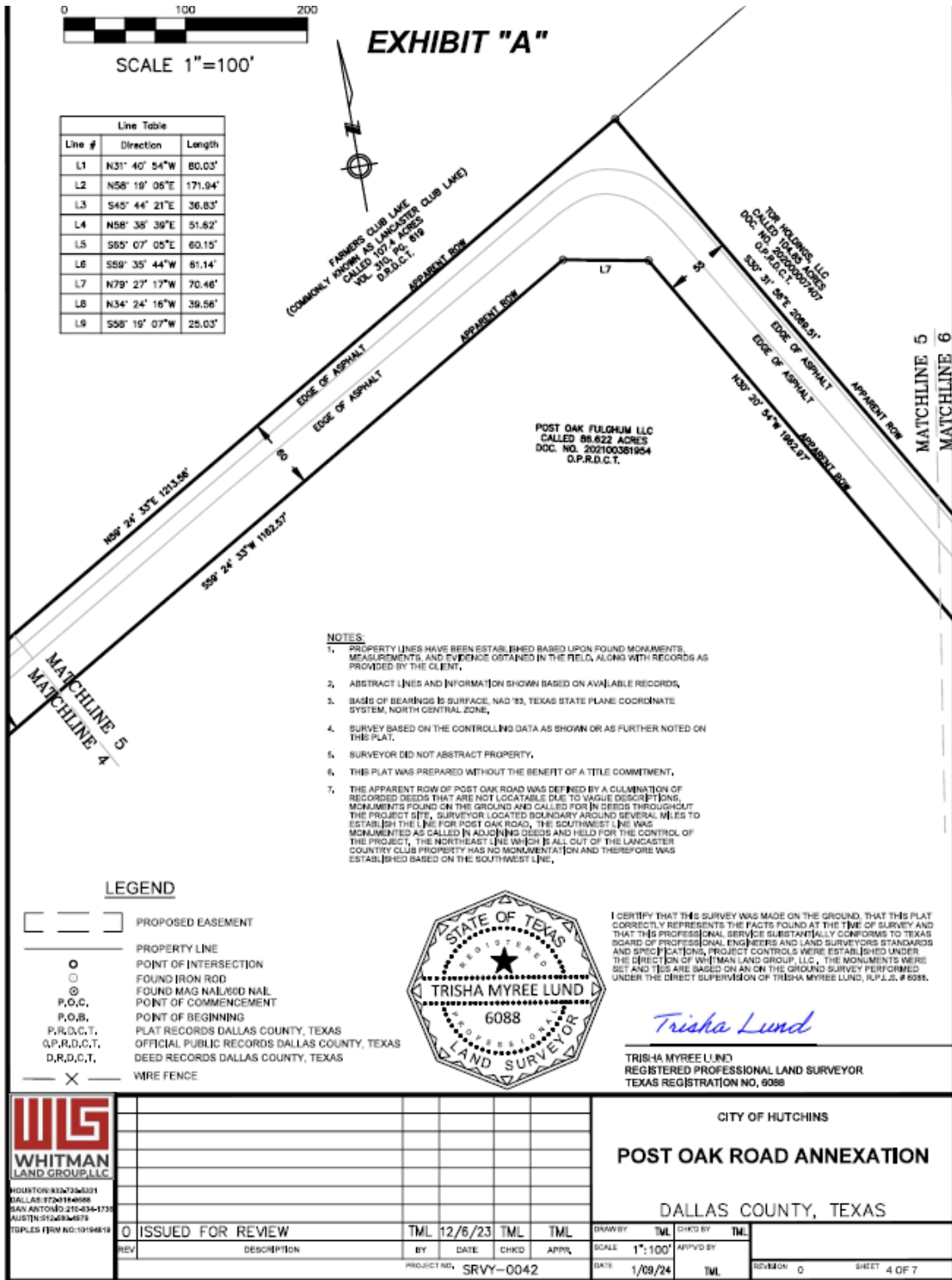


## EXHIBIT "A" Depiction Post Oak Road (±7.87-Acre Tract)

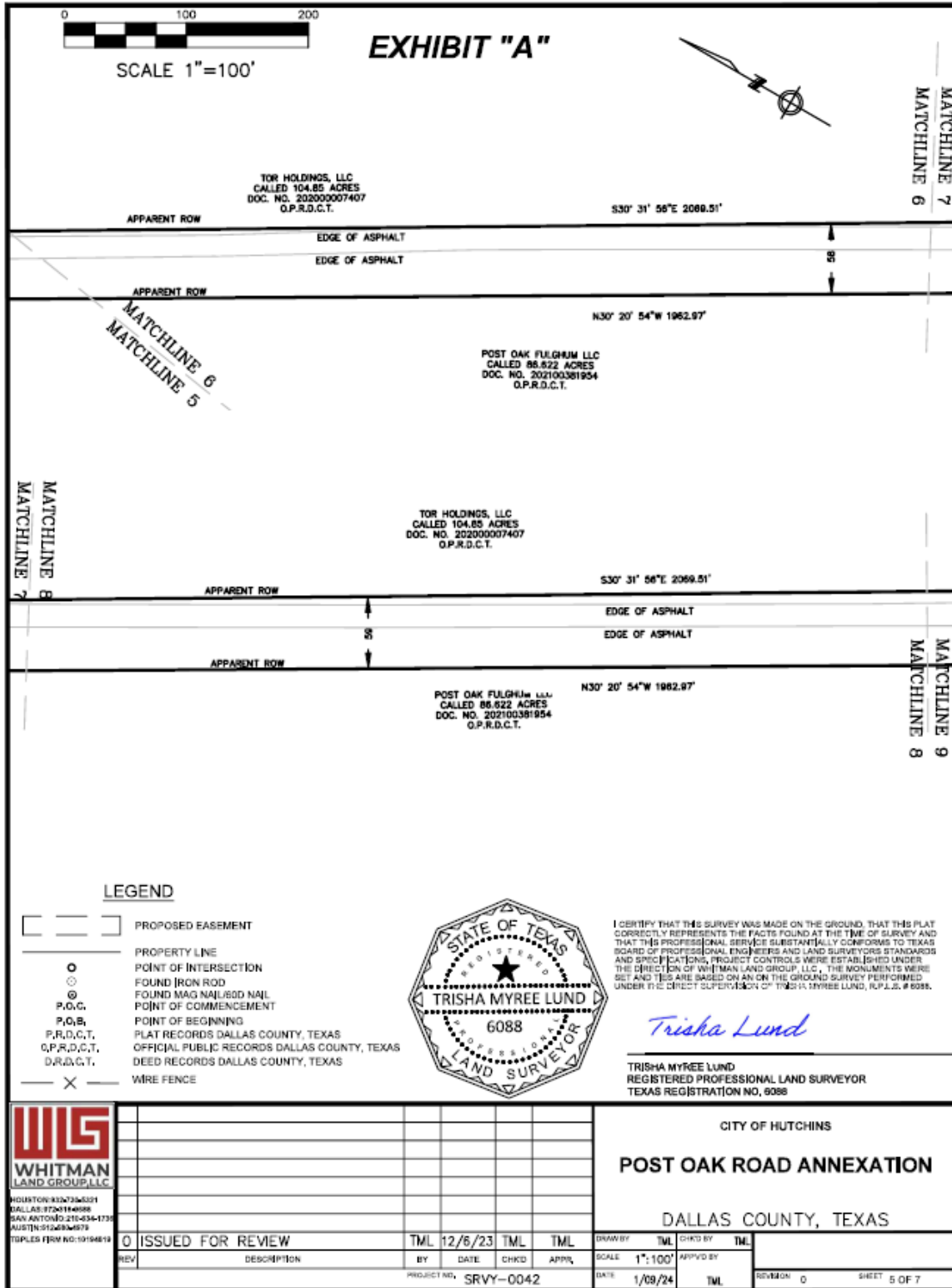


# EXHIBIT "A"

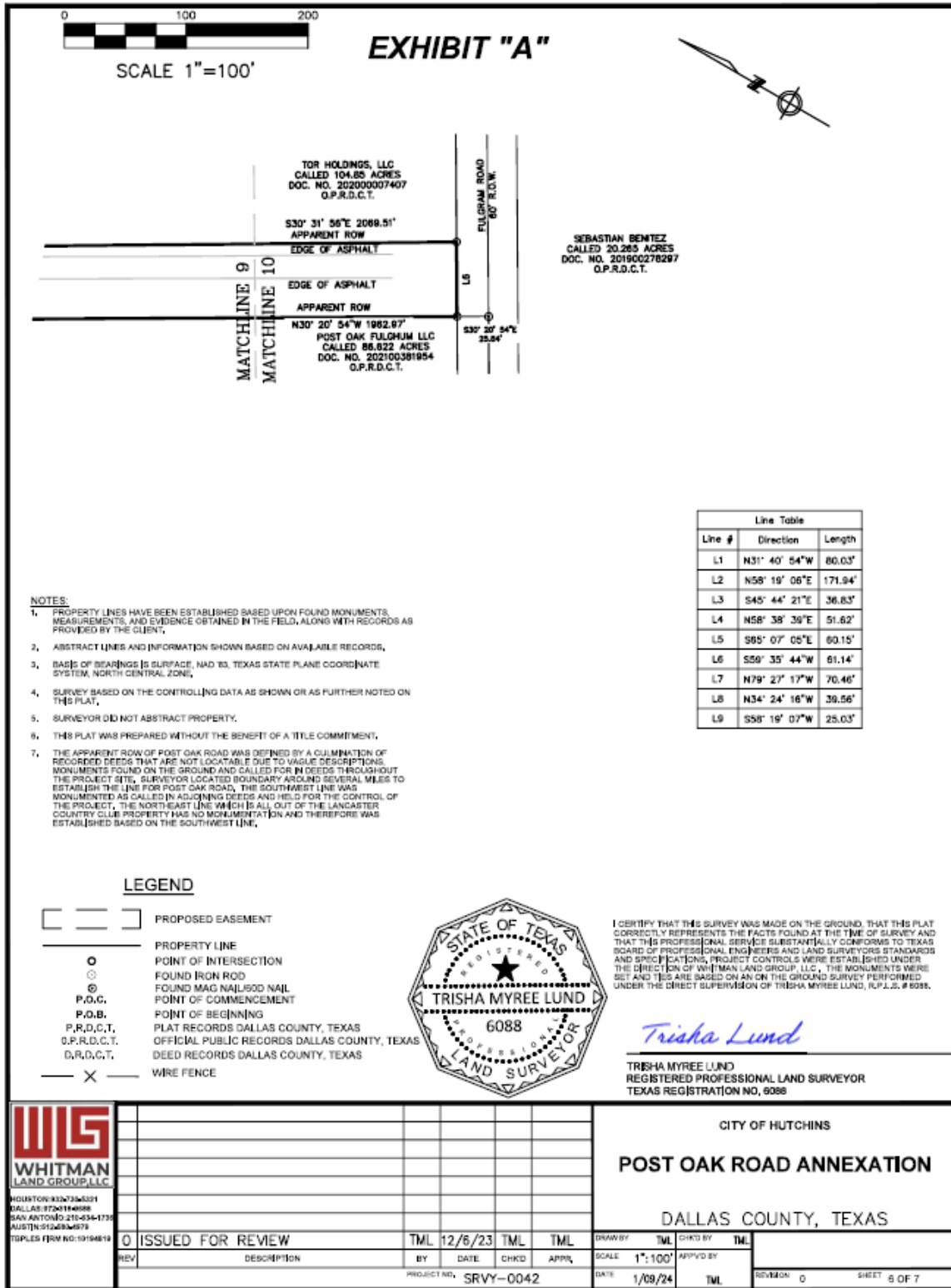
## Depiction Post Oak Road (±7.87-Acre Tract)



## EXHIBIT "A" Depiction Post Oak Road (±7.87-Acre Tract)



## EXHIBIT "A" Depiction Post Oak Road (±7.87-Acre Tract)



## EXHIBIT "B"

### Metes and Bounds

### Post Oak Road (±7.87-Acre Tract)

METES AND BOUNDS									
<p>BEING A DESCRIPTION OF THE APPARENT VARIABLE WIDTH RIGHT-OF-WAY (ROW) FOR POST OAK ROAD SAID ROW BEING PARTIALLY DESCRIBED IN VOLUME 2793, PAGE 400 AND VOLUME 2793, PAGE 398 OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS (D.R.D.C.T.) ALONG WITH SUBSEQUENT STRIP DEDICATIONS AND BEING BASED ON OBSERVED FIELD EVIDENCE TO DETERMINE THE APPARENT ROWS HENCE FORTH (BEARINGS AND DISTANCES CITED HEREIN ARE GRID BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE, NAD 83):</p> <p><b>BEGINNING</b> AT A FOUND 5/8-INCH IRON ROD FOUND AT THE INTERSECTION OF THE SOUTH ROW OF SAID POST OAK ROAD AND WINTERGREEN ROAD (60' ROW) AND BEING ON THE NORTHWEST LINE OF LOT 3, SORIANO ESTATES LOTS 1,2,3, AND 4 AS FILED IN DOCUMENT NO. 202100235997 PLAT RECORDS DALLAS COUNTY, TEXAS (P.R.D.C.T.) FROM WHENCE A FOUND 5/8-INCH IRON ROD AT THE NORTHWEST CORNER OF SAID LOT 3 BEARS SOUTH 58°19'07" WEST, A DISTANCE OF 419.28 FEET FOR THE <b>POINT OF BEGINNING</b>;</p> <p><b>THENCE</b>, NORTH 53°26'11" EAST, WITH THE SOUTH ROW OF SAID WESTER ROAD, A DISTANCE OF 1,528.67 FEET TO A POINT ON THE NORTH LINE OF SAID LOT 13</p> <p><b>THENCE</b>, NORTH 31°40'54" WEST, DEPARTING THE SOUTH ROW OF SAID POST OAK ROAD AND SAID WINTERGREEN ROAD AND CROSSING SUCH, A DISTANCE OF 80.03 FEET TO A POINT ON THE NORTHWEST ROW OF SAID POST OAK ROAD AND BEING ON THE SOUTH SLINE OF A CALLED 50 ACRE TRACT DESCRIBED IN DEED UNTO MRS. R. G. AYERS IN VOLUME 2275, PAGE 595 D.R.D.C.T.;</p> <p><b>THENCE</b>, NORTH 58°19'06" EAST/LOCK 1, CONTINUING ALONG THE NORTHWEST ROW OF SAID POST OAK ROAD AND THE SOUTH LINE OF SAID 50 ACRE TRACT, A DISTANCE OF 171.95 FEET TO A POINT FOR THE SOUTHEAST CORNER OF SAID 50 ACRE TRACT AND BEING ON THE SOUTH LINE OF THE REMAINING PORTION OF A CALLED 107.4 ACRE TRACT DESCRIBED IN DEED UNTO FARMERS CLUB LAKE (KNOW KNOWN AS LANCASTER CLUB LAKE) IN VOLUME 310, PAGE 619 D.R.D.C.T.;</p> <p><b>THENCE</b>, CONTINUING ALONG THE NORTHWEST ROW OF SAID POST OAK ROAD AND THE SOUTH LINE OF SAID 107.4 ACRES THE FOLLOWING COURSES AND DISTANCES:</p> <p style="margin-left: 20px;">SOUTH 45°44'21" EAST, A DISTANCE OF 36.83 FEET TO A FOUND MAG NAIL;</p> <p style="margin-left: 20px;">NORTH 58°38'39" EAST, A DISTANCE OF 51.62 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 65°07'05" EAST, A DISTANCE OF 60.15 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 32°08'30" EAST, A DISTANCE OF 175.47 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 34°08'44" EAST, A DISTANCE OF 463.32 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 30°26'22" EAST, A DISTANCE OF 639.29 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 30°10'30" EAST, A DISTANCE OF 275.85 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 31°34'24" EAST, A DISTANCE OF 396.50 FEET TO A POINT;</p> <p style="margin-left: 20px;">NORTH 59°24'33" EAST, A DISTANCE OF 1,213.56 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 30°31'56" EAST, A DISTANCE OF 2,069.51 FEET TO A POINT ON THE WEST ROW OF FULGRAM ROAD (60' ROW) SAME BEING THE EAST LINE OF A CALLED 104.85 ACRE TRACT DESCRIBED IN DEED UNTO TOR HOLDINGS, LLC IN DOCUMENT NO. 20200007407 OFFICIAL PUBLIC RECORDS DALLAS COUNTY, TEXAS (O.P.R.D.C.T.);</p> <p><b>THENCE</b>, SOUTH 59°35'44" WEST, DEPARTING THE NORTHWEST ROW OF SAID POST OAK ROAD AND WITH THE WEST ROW OF SAID FULGRAM ROAD, A DISTANCE OF 61.14 FEET TO A POINT ON THE SOUTHWEST ROW OF SAID POST OAK ROAD SAME BEING THE NORTH LINE OF A CALLED 86.622 ACRE TRACT DESCRIBED IN DEED UNTO POST OAK FULGHUM LLC IN DOCUMENT NO. 202100381954 O.P.R.D.C.T. FROM WHENCE A FOUND MAG NAIL IN FULGRAM ROAD BEARS SOUTH 30°20'54" EAST, A DISTANCE OF 25.84 FEET;</p> <p><b>THENCE</b>, WITH THE SOUTHWEST ROW OF SAID POST OAK ROAD THE FOLLOWING COURSES AND DISTANCES:</p> <p style="margin-left: 20px;">NORTH 30°20'54" WEST, A DISTANCE OF 1,962.97 FEET TO A POINT;</p> <p style="margin-left: 20px;">NORTH 79°27'17" WEST, A DISTANCE OF 70.46 FEET TO A POINT;</p> <p style="margin-left: 20px;">SOUTH 59°24'33" WEST, A DISTANCE OF 1,162.57 FEET TO A FOUND 5/8-INCH IRON ROD AT AN ANGLE POINT OF SAID 86.622 ACRES;</p> <p style="margin-left: 20px;">NORTH 34°24'16" WEST, A DISTANCE OF 39.56 FEET TO A FOUND 5/8-INCH IRON ROD AT AN EXTERIOR CORNER OF SAID 86.622 ACRES SAME BEING THE NORTHEAST CORNER OF A CALLED 2.00 ACRE TRACT OF LANCASTER CLUB LAKE (DEED NOT FOUND, LOCATED BY REFERENCES, FIELD AND ADJOINERS);</p> <p style="margin-left: 20px;">NORTH 31°34'24" WEST, A DISTANCE OF 416.75 FEET TO A FOUND 5/8-INCH IRON ROD AT THE NORTHWEST CORNER OF SAID 2.00 ACRES SAME BEING THE NORTHEAST CORNER OF A CALLED 50.00 ACRE TRACT DESCRIBED IN DEED UNTO FULGHUM HOLDING, LLC IN DOCUMENT NO. 202100326522 O.P.R.D.C.T.;</p> <p style="margin-left: 20px;">NORTH 30°10'30" WEST, A DISTANCE OF 275.00 FEET TO A FOUND 5/8-INCH IRON ROD AT THE NORTHWEST CORNER OF SAID 50.00 ACRE TRACT SAME BEING THE NORTHEAST CORNER OF THE REMAINING PORTION OF TRACT II CALLED 191.589 ACRES AS DESCRIBED IN DEED UNTO KOUROUSH HEMYARI IN DOCUMENT NO 201200035234 O.P.R.D.C.T.;</p> <p style="margin-left: 20px;">NORTH 29°32'42" WEST, A DISTANCE OF 639.47 FEET TO A FOUND NAIL AT THE NORTHWEST CORNER OF THE REMAINING PORTION OF SAID 191.589 ACRES;</p> <p style="margin-left: 20px;">SOUTH 58°19'07" WEST, A DISTANCE OF 25.03 FEET TO A FOUND 5/8-INCH IRON ROD FOR THE NORTHEAST CORNER OF LOT 1 SAID SARIANO ESTATES;</p> <p style="margin-left: 20px;">NORTH 34°08'44" WEST, PASSING A FOUND 60D NAIL AT 259.34 FEET AT THE NORTHWEST CORNER OF SAID LOT 1 SAME BEING THE SOUTHWEST CORNER OF LOT 4 SAID SARIANO ESTATES AND CONTINUING FOR A TOTAL DISTANCE OF 461.06 FEET TO A FOUND 60 D NAIL AT THE NORTHWEST CORNER OF SAID LOT 4 SAME BEING AN EXTERIOR CORNER OF SAID LOT 3 AND BEING ON A CURVE TO THE LEFT;</p> <p><b>THENCE</b>, 293.75 FEET ALONG SAID CURVE TO THE LEFT HAVING A RADIUS OF 192.27 FEET, A DELTA ANGLE OF 87°32'11" AND A CHORD BEARING AND DISTANCE OF NORTH 77°54'49" WEST, A DISTANCE OF 10.02 ALONG A DISTANCE OF 266.00 FEET/LOCK 1, TO THE <b>POINT OF BEGINNING</b> AND CONTAINING 7.87 ACRES (342,780 SQUARE FEET) OF LAND, MORE OR LESS.</p>									
					<p>I CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND, THAT THIS PLAT CORRECTLY REPRESENTS THE FACTS FOUND AT THE TIME OF SURVEY AND THAT THIS PROFESSIONAL SERVICE SUBSTANTIALLY CONFORMS TO TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS STANDARDS AND SPECIFICATIONS. PROJECT CONTROLS WERE ESTABLISHED UNDER THE DIRECTION OF WHITMAN LAND GROUP, LLC. THE MONUMENTS WERE SET AND TIES ARE BASED ON AN ON-THE-GROUND SURVEY PERFORMED UNDER THE DIRECT SUPERVISION OF TRISHA MYREE LUND, R.P.L.S., # 6088.</p> <p style="text-align: right; font-family: cursive;">Trisha Lund</p> <p style="text-align: right; font-size: small;">TRISHA MYREE LUND REGISTERED PROFESSIONAL LAND SURVEYOR TEXAS REGISTRATION NO. 6088</p>				
					<p>CITY OF HUTCHINS</p> <p><b>POST OAK ROAD ANNEXATION</b></p> <p>DALLAS COUNTY, TEXAS</p>				
<p>0 ISSUED FOR REVIEW</p>					<p>PROJECT NO. SRVY--0042</p>				
<p>DATE: 1/09/24</p>					<p>SHEET 7 OF 7</p>				

**EXHIBIT “C”  
Service Plan  
±7.87-Acre Annexed Tract (Post Oak Road)**

**ANNEXATION SERVICE PLAN FOR THE CITY OF HUTCHINS, TEXAS**

For the territory consisting of a ±7.87-acre tract of land, more or less, and which is more particularly described and identified in Exhibit “A” and Exhibit “B” attached hereto.

**FOR SERVICES EFFECTIVE IMMEDIATELY AFTER DATE OF ANNEXATION**

**1. POLICE PROTECTION**

The City of Hutchins, Texas will provide police protection to the newly annexed tract at the same or similar level now being provided to other areas of the City of Hutchins, Texas with similar topography, land use and population within the newly annexed area.

**2. FIRE PROTECTION AND AMBULANCE SERVICE**

The City of Hutchins, Texas will provide fire protection to the newly annexed tract at the same or similar level of service now being provided to other areas of the City of Hutchins, Texas, with similar topography, land use and population with the City. Ambulance service will be provided to the newly annexed tract at the same or similar level of service now being provided to other areas of the City of Hutchins, Texas, with similar topography, land use and population with the City.

**3. SOLID WASTE COLLECTION**

The City of Hutchins, Texas will provide residential solid waste collection to the newly annexed tract at the same or similar level now being provided to other areas of the City of Hutchins, Texas with similar topography, land use and population within the newly annexed area.

**4. WATER FACILITIES**

Maintenance of any public water facilities in the area to be annexed that are not in the service area of another water utility will begin upon the effective date of the annexation using existing personnel and equipment.

**5. MAINTENANCE OF ROADS AND STREETS**

Any and all roads, streets or alleyways which have been dedicated to the City of Hutchins, Texas, shall be maintained to the same degree and extent that other roads, streets and alleyways are maintained in areas with similar topography, land use and population density.

**EXHIBIT “C”  
Service Plan  
±7.87-Acre Annexed Tract (Post Oak Road)**

**6. MAINTENANCE OF PARKS, PLAYGROUNDS AND SWIMMING POOLS**

The City Council of the City of Hutchins, Texas, is not aware of the existence of any parks, playgrounds or swimming pools now located in the area proposed for annexation. Any existing private parks, playgrounds, swimming pools and other recreational and community facilities within the annexation area will be unaffected by the annexation.

**7. MAINTENANCE OF PUBLICLY OWNED FACILITY, BUILDING OR MUNICIPAL SERVICE**

The City Council of the City of Hutchins, Texas, is not aware of the existence of any publicly owned facility, building or other municipal service now located in the area proposed for annexation. In the event any such publicly owned facility, building or municipal service does exist and are public facilities, the City of Hutchins, Texas, will maintain such areas to the same extent and degree that it maintains publicly owned facilities, buildings or municipal services of the City now incorporated in the City of Hutchins, Texas.

**CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS**

**1. POLICE PROTECTION, FIRE PROTECTION AND SOLID WASTE COLLECTION**

The Council of the City of Hutchins, Texas finds and determines it to be unnecessary to acquire or construct any capital improvement for the purposes of providing police protection, fire protection or solid waste collection. The City Council finds and determines that it has at the present time adequate facilities to provide the same type, kind and level of protection and service which is presently being administered to other areas already incorporated in the City of Hutchins, Texas, with the same or similar topography, land use and population density.

**2. WATER AND WASTE WATER FACILITIES**

The City Council of the City of Hutchins, Texas, finds and determines it to be unnecessary to construct any additional capital improvements for the purpose of providing water and waste water services. The City Council finds and determines that it has, at the present time, adequate facilities to provide the same type, kind and level of service which is presently being administered to other parts of Hutchins, Texas, with the same topography, land use and population density.

**EXHIBIT “C”  
Service Plan  
±7.87-Acre Annexed Tract (Post Oak Road)**

**3. ROADS AND STREETS**

Maintenance of properly dedicated roads and streets will be consistent with the maintenance provided by the City to other roads and streets will be consistent with the maintenance provided by the City to other roads and streets in areas of similar topography, land use and sub-development of the annexed property, the developers will be required pursuant to the ordinances of the City of Hutchins, Texas, to provide internal and peripheral streets and to construct those streets in accordance with the specifications required by the City of Hutchins, Texas, for the properly dedicated street.

**4. CAPITAL IMPROVEMENTS**

Notwithstanding any other provision of this service plan, a landowner within the newly annexed area will not be required to fund capital improvements necessary to provide municipal services in a manner inconsistent with Chapter 395 of the Local Government Code, unless otherwise agreed to by the landowner.

**SPECIFIC FINDINGS**

The City Council of the City of Hutchins, Texas finds and determines that this proposed Service Plan will not provide any fewer services, and it will not provide a lower level of service in the area proposed to be annexed than were in existence in the proposed area at the time immediately preceding the annexation process.

Because of the differing characteristics of topography, land utilization and population density, the service levels which may ultimately be provided in the newly annexed area may differ somewhat from services provided in other areas of the City of Hutchins, Texas. These differences are specifically dictated because of differing characteristics of the property and the City of Hutchins, Texas will undertake to perform consistent with this contract so as to provide the newly annexed area with the same type, kind and quality of service presently enjoyed by the citizens of the City of Hutchins, Texas who reside in areas of similar topography, land utilization and population.

4882-4379-2116, v. 1



# STAFF REPORT

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<b>MEETING DATE:</b>	April 7, 2025
<b>MEETING TYPE:</b>	City Council
<b>SUBMITTED BY:</b>	Katherine Lindsey
<b>AGENDA CAPTION:</b>	<p>A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE NEW CITY HALL BUILDING FURNITURE, FIXTURES, AND EQUIPMENT PROJECT; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH INTERIOR RESOURCES GROUP, LLC., IN AN AMOUNT NOT TO EXCEED \$674,796.87; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Katherine Lindsey, Assistant to the City Administrator</p>

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## **Background Information**

City staff and the architectural firm, Brandstetter Carroll Inc., collaborated to identify needs pertaining to furniture, fixtures, and equipment for the new City Hall building. Such items include desks, chairs, bookshelves, trash receptacles, stanchions, filing cabinets, appliances for the breakrooms (e.g., coffee makers, refrigerators, microwaves), podiums, and similar. Bidding processes were conducted to procure these items. The bid advertisement was issued on February 4, 2025 and the submission deadline was the same date as the opening which was February 25, 2025. Only one submission was received from Interior Resources Group, LLC with a base bid of \$674,796.87. This amount was within the estimated price range.

## **Budget Implications**

Costs were included in the construction project and were within the estimated price range.

## **Operational Impact**

Adopting this resolution will help ensure timely acquisition of necessary items for the opening of the new City Hall building.

## **Legal Review**

The Resolution was approved by the City Attorney.

## **Staff Recommendation**

Staff recommends that the City Council adopt the resolution.

## **Supporting Documentation and Attachments**

1. Resolution
2. Bid Tabulation
3. BCI Recommendation Letter

**CITY OF HUTCHINS  
RESOLUTION R2025-04-1256**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE NEW CITY HALL BUILDING FURNITURE, FIXTURES, AND EQUIPMENT PROJECT; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH INTERIOR RESOURCES GROUP, LLC., IN AN AMOUNT NOT TO EXCEED \$674,796.87; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, as part of the construction project for the new City Hall building, Brandstetter Carroll Inc. issued an advertisement for bids to procure furniture, fixtures, and equipment in the form of BCI Project No. 23046 (the “Project”) on February 4, 2025; and

**WHEREAS**, a public bid opening was held on February 5, 2025; and

**WHEREAS**, the only submission received was from Interior Resources Group, LLC with a base bid of \$674,796.87; and

**WHEREAS**, Brandstetter Carroll Inc. recommended that the City of Hutchins accept the bid; and

**WHEREAS**, the City Council of the City of Hutchins finds it in the best interest of the City of Hutchins to accept the bid from Interior Resources Group, LLC for the Project in an amount not to exceed \$674,796.87.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF HUTCHINS, TEXAS, THAT:**

**SECTION 1.** The City, acting through its governing body, hereby confirms that it accepts the bid that was received, opened publicly, and read aloud on February 5, 2025.

**SECTION 2.** The City, acting through its governing body, hereby confirms that it awards the Project to the bidder Interior Resources Group, LLC at the submitted amount of \$674,796.87 as set forth in “Exhibit A” attached hereto and incorporated herein by reference.

**SECTION 3.** For and on behalf of the City Council, the City Administrator is hereby authorized to negotiate and execute a contract with Interior Resources Group, LLC in the amount not to exceed \$674,796.87.

**SECTION 4.** This Resolution shall become effective immediately from and after its passage.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Hutchins, Texas, this the 7th day of April 2025.

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Mario Vasquez, Mayor

ATTEST:

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Cynthia Olguin, City Secretary  
(03-26-2025: 4915-4518-1743, v. 1)





17304 Preston Road, Suite 1075  
Dallas, Texas 75252

LEXINGTON  
859.268.1933

CINCINNATI  
513.651.4224

CLEVELAND  
216.241.4480

DALLAS  
469.941.4926

DENTON  
940.387.8182

NORMAN  
405.360.0810

Katherine,

Please see attached Bid Tabulation from the City of Hutchins, TX New City Hall Building Furniture, Fixtures, and Equipment Bid Opening on February 25, 2025. After reviewing the bid, we confirmed Interior Resources Group, LLC. included all necessary components within their bid. We verified their lump-sum bid of \$674,796.87 is less than \$15,000 over the executive pricing estimate of \$662,093.94 BCI submitted to the City on December 20, 2024. The longest lead times are for the custom limestone benches and the banquet chairs in the Event Center at 14-16 weeks, which falls prior to the Contractor's current date for Substantial Completion. BCI has been working with IRG throughout the duration of the FF&E selection process to provide samples, showroom tours, and cost estimates. They have proven to be responsive, reliable, and committed to delivering a great product / service to their customers.

The City did only receive one bid for the Furniture, Fixtures, and Equipment Bid Package. Ideally, we would like to receive at least two bids for cost comparison; however, we are starting to see a significant increase in lead times for certain items.

BCI recommends the City of Hutchins present Interior Resources Group bid before City Council for approval to avoid any additional delays in procurement of the FF&E items for the New City Hall Building.

If you have any questions about our recommendation, please feel free to call either me or Mary Ann.

Best,

Amanda Heger  
Project Coordinator



# STAFF REPORT

**MEETING DATE:** April 7, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Cynthia Olguin

**AGENDA CAPTION:** Discuss and consider Board Appointments. Presented by Cynthia Olguin.

**Background Information**

Atwell Public Library Board Appointment:

On March 11, 2025, Librarian Olivia Daniels received a resignation letter from Atwell Public Library Board Member/Board President Yvette Lewis. Ms. Lewis was appointed to the Atwell Public Library Board on September 3, 2024, but she is resigning due to health issues.

Following our Boards and Commission Recruitment Event on March 20, 2025, I received an application from Ms. Skylar Pllum. Librarian Daniels has reviewed the application and recommends the appointment of Ms. Pllum to Atwell Public Library for the remainder of a term expiring in July 2026.

Planning and Zoning Commission Appointment:

Following our Boards and Commission Recruitment Event on March 20, 2025, I received an application from Mr. Cornelius Caldwell to serve on the Planning and Zoning Commission as an alternate member. Building Official Tim Rawlings has reviewed the application and recommends the appointment of Mr. Caldwell to fill the remainder of a term left vacant by previous alternate Commission Member Marie Harris.

Mr. Caldwell has served as a member of the Comprehensive Plan Committee and Parks and Recreation Board.

**Staff Recommendation**

Staff recommends consideration of appointments

**Recommended Motion:**

*I make a motion to appoint Skyla Pllum as a regular member of the Atwell Public Library Board for the remainder of a two-year term expiring in 2026.*

*I make a motion to appoint Cornelius Caldwell as an alternate board member of the Planning and Zoning Commission for the remainder of a two-year term expiring in 2025.*

**Supporting Documentation and Attachments**

Resignation: Yvette Lewis  
Applications: Skyla Pllum and Cornelius Caldwell

**From:** Yvette Lewis <[REDACTED]>  
**Sent:** Tuesday, March 11, 2025 8:55 AM  
**To:** Olivia Daniels <[odaniels@cityofhutchins.org](mailto:odaniels@cityofhutchins.org)>  
**Cc:** Jesus Rios <[jrios@cityofhutchins.org](mailto:jrios@cityofhutchins.org)>  
**Subject:** Re: Community Library Restocking - March 10-14

Hi I Olivia unfortunately I will not be able to do the book restock, or continue as president or any library duties, I apologize but my health has deteriorated

**From:** [Hutchins TX](#)  
**To:** [Cynthia Olquin](#)  
**Subject:** Boards and Commission Online Application Submission  
**Date:** Friday, October 25, 2024 3:46:48 PM

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Submitted on Fri, 10/25/2024 - 3:46 PM

Submitted by: Anonymous

Submitted values are:

**Board or Commission you wish to serve:**  
~~Planning and Zoning Commission~~ Library Board

**Name**  
Mrs Skyla M Pllum

**Home Address**  
[REDACTED]  
Hutchins, Texas. 75141

**Cell Phone Number**  
[REDACTED]

**Email Address**  
[REDACTED]

**How many years have you resided in the City?**  
18

**Are you a Qualified Registered Voter?**  
Yes

**Please list any education, experience, or special knowledge that qualifies you to serve:**  
Emergency management professional with extensive experience in hazard mitigation planning and community engagement. Strong background in local and state regulations, with a focus on integrating environmental considerations into zoning and land use practices. Developed and implemented hazard mitigation plans in collaboration with stakeholders, reducing community vulnerability to flooding by 20%. Planning and zoning play critical roles in hazard mitigation by guiding land use and development to reduce vulnerability to disasters. Encouraging sustainable land use practices through zoning can enhance the city's resilience to hazards.

**List any civic or community activities in which you have been involved:**  
Dallas Food Forest Committee - work with non profit agencies to develop a Community Food Forest Master Plan that includes a pilot program and long term strategies to establish a system of food forests in Dallas communities that are identified as food deserts. The goal is to increase access to healthy food in food deserts through partnerships with Grow North Texas,

UNT-Dallas, Restorative Farms and City of Dallas Office of Environmental Quality

Former Vice Chair of the Regional Public Education Committee KnoWhat2D. KnoWhat2Do is a regional public education campaign that educates and promotes emergency preparedness information to communities through the North Texas.

**Have you, or are you, currently serving, on another Board or Commission?**

No

**Are you an existing Board/Commission member desiring to remain on the same board?**

No

**Do you have knowledge regarding the Board/Commission you are applying to serve?**

Yes

**Have you attended a City Council meeting before?**

Yes

**Have you attended a Board or Commission meeting for which you have applied?**

No

**PUBLIC INFORMATION NOTICE**

Certain information submitted on the Boards and Commission Application is subject to the Texas Information Act and may be disclosed to anyone requesting this information. The act allows a board member of a governmental body to choose whether to allow public access to the information in the custody of the city that relates to the home address and phone numbers.

**I, applicant for Boards/Commissions for the City of Hutchins, elect to:**

DO NOT ALLOW public access to my home address and telephone number(s).

*By typing my name below and submitting the form, I acknowledge the following:*

All individuals appointed to serve on a board/commission will be required to complete member orientation and one hour of training relative to the Texas Open Meetings Act & Texas Public Information Act.

I have read and understand the instructions and the appointment process. I certify the answers I have provided are true and correct to the best of my knowledge and belief, and I acknowledge that any misrepresentation or omission of fact may result in disqualification from service.

**Signature**

Skyla Pllum





# CITY OF HUTCHINS BOARDS AND COMMISSIONS APPLICATION

Return to: City Secretary, P.O. Box 500, Hutchins, Texas 75141  
or email to colguin@cityofhutchins.org

**APPLICANTS MUST MEET THE FOLLOWING REQUIREMENTS:**

1. LIVED IN THE CITY LIMITS FOR AT LEAST THE LAST 12 MONTHS
2. A REGISTERED VOTER IN THE CITY OF HUTCHINS.

Board or Commission you wish to serve: Check One (1):

<input type="checkbox"/>	Atwell Public Library Board	<input type="checkbox"/>	Building and Standards Commission
<input type="checkbox"/>	Economic Development Corporation	<input type="checkbox"/>	Historical Society Board
<input type="checkbox"/>	Parks and Recreation Board	<input checked="" type="checkbox"/>	Planning and Zoning Commission
<input type="checkbox"/>	TIRZ – Tax Increment Financing Zone	<input type="checkbox"/>	Zoning Board of Adjustment
<input type="checkbox"/>	Keep Hutchins Beautiful Advisory Board	<input type="checkbox"/>	

**Applicant Information:**

Caldwell Cornelias  
 (Ms./Mrs./Mr.) (Last Name) (First Name) (MI)

345 Summer Tree Drive 75141  
 Home Address Zip Code

972-214-5643 cornelcaldwell11@gmail.com  
 Home Phone Number Cell Phone Number Email Address

1. Resident of the City for 20 years. Are you a Qualified Registered Voter?  YES  NO
2. Do you, your spouse, or your employer have any financial interest (direct or indirect) in the following?  
 1) In any contract with the City of Hutchins; 2) Regarding the sale of land, materials, supplies, or services to the City of Hutchins; or 3) In matters that might come before the Board/Committees to which you are seeking appointment?  
 YES  NO If yes, please explain: \_\_\_\_\_
3. Please list any education, experience or special knowledge that qualifies you to serve: \_\_\_\_\_  
 \_\_\_\_\_
4. List any civic or community activities in which you have been involved. \_\_\_\_\_  
 \_\_\_\_\_
5. Have you or are you currently serving on another Board or Commission?  YES  NO  
 If yes, please list and include approximate dates of service. Parks and Recreation Board  
Comprehensive Plan Advisory Committee

Revised 01-2024

- 6. Are you an existing Board/Commission member desiring to remain on the same board?  YES  NO
- 7. Have you attended a City Council meeting before?  YES  NO
- 8. Have you attended a Board or Commission meeting for which you have applied?  YES  NO
- 9. Do you have knowledge regarding the Board/Commission you are applying to serve?  YES  NO

**PUBLIC INFORMATION NOTICE**

Certain information submitted on the Boards and Commission Application is subject to the Texas Information Act and may be disclosed to anyone requesting this information. The act allows a board member of a governmental body to choose whether to allow public access to the information in the custody of the city that relates to the **home address and phone numbers**.

I, \_\_\_\_\_, applicant for City of Hutchins Boards and  
(PRINT NAME HERE)


Commissions, choose the following:

**ALLOW public access to my home address and telephone number(s).**

**DO NOT ALLOW public access to my home address and telephone number(s).**

All individuals appointed to serve on a board or commission will be required to complete member orientation and one hour of training relative to the Texas Open Meetings Act & and the Texas Public Information Act.

I have read and understand the instructions and the appointment process. I certify the answers I have provided are true and correct to the best of my knowledge and belief, and I acknowledge that any misrepresentation or omission of fact may result in disqualification from service.

Signature  Date Submitted 3/23/25

**OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Application Verified by: \_\_\_\_\_ Forwarded to council: \_\_\_\_\_

Appointed by council: YES  NO  Date Appointed: \_\_\_\_\_

Regular Member:  Alternate Member:  Full Term:  Unexpired Term:  Term Dates: \_\_\_\_\_

Oath of Office on file: \_\_\_\_\_ PIA Training – Date Completed: \_\_\_\_\_ OMA Training – Date Completed: \_\_\_\_\_



# STAFF REPORT

<b>MEETING DATE:</b>	April 7, 2025
<b>MEETING TYPE:</b>	City Council
<b>SUBMITTED BY:</b>	Katherine Lindsey
<b>AGENDA CAPTION:</b>	Discuss presented items pertaining to IPTMA and STAR Transit general updates and funding. Presented by: Laura Freeland and STAR Transit

**Background Information**

The Inland Port Transportation Management Association (IPTMA) and STAR help facilitate transportation services to those in Hutchins. The City Council will receive a presentation and discuss general updates of the IPTMA ridership and funding.

**Budget Implications**

The City of Hutchins currently pays an annual membership fee of \$15,000.

**Operational Impact**

NA

**Legal Review**

NA

**Staff Recommendation**

NA

**Supporting Documentation and Attachments**







*Get to know*



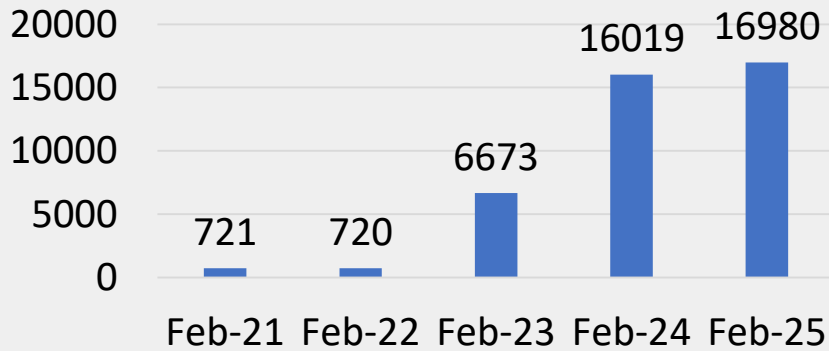
***STAR TRANSIT***



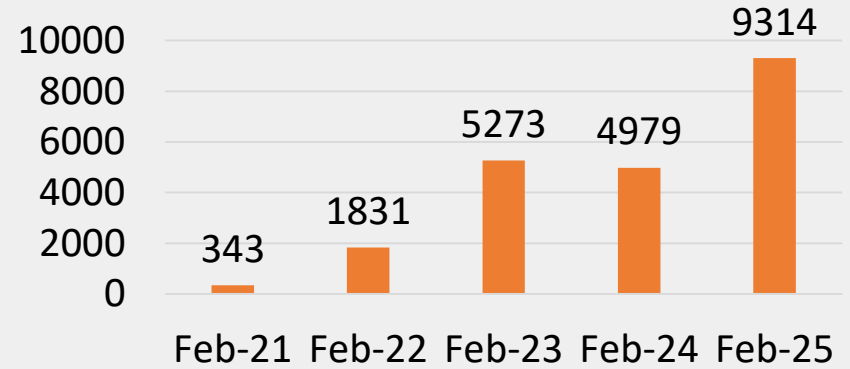
-  Inland Port TMA Service Update
-  Intro STAR Transit
-  Discuss service options
-  Discuss Next Steps

## Total Ridership:

### DART Service Area Total Rides (Inland Port GoLink)

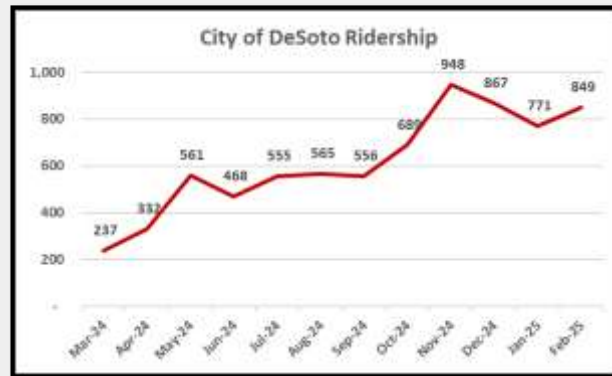
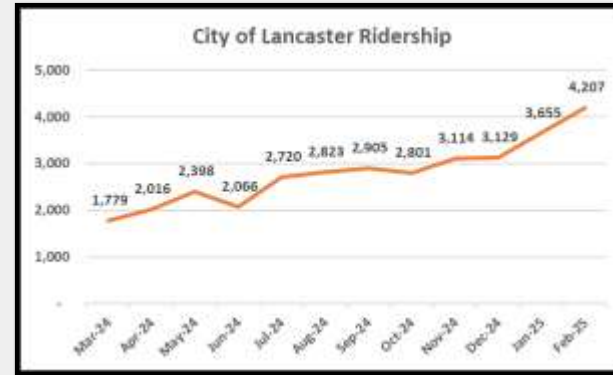
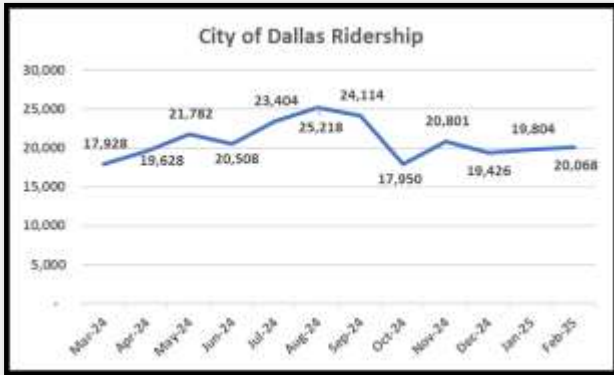
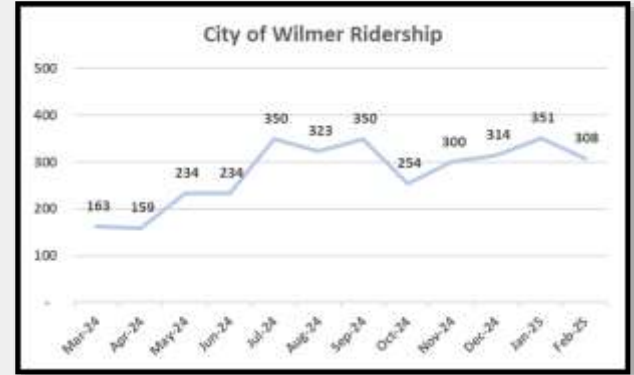
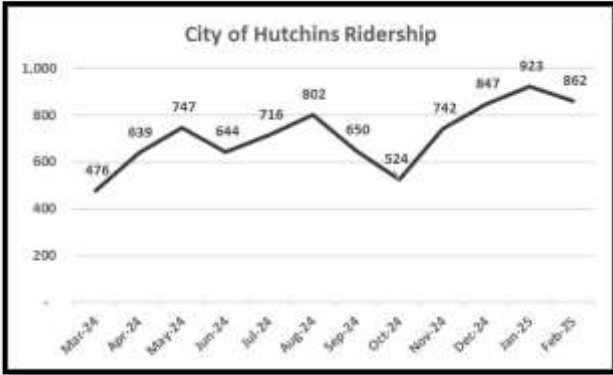


### IPTMA Service Area Total Rides (Inland Port Connect GoLink)



Ridership for the expanded Inland Port area has steadily increased since 2021.

## Ridership by City:



## Introduction & Background

- The Inland Port GoLink services continues to successfully address transportation needs in Southern Dallas County area.
  - As ridership increased dramatically these last two years, so has transportation costs.
  - However, membership revenue has not increased at a level to cover transportation costs.
- Since 2020, NCTCOG has provided \$4.5M in funding to cover transportation through September 2025.
- Future transportation options include:
  - Have STAR Transit provide service directly to the individual cities.
  - Potential funding from LGC once revenue stream increases in future years.



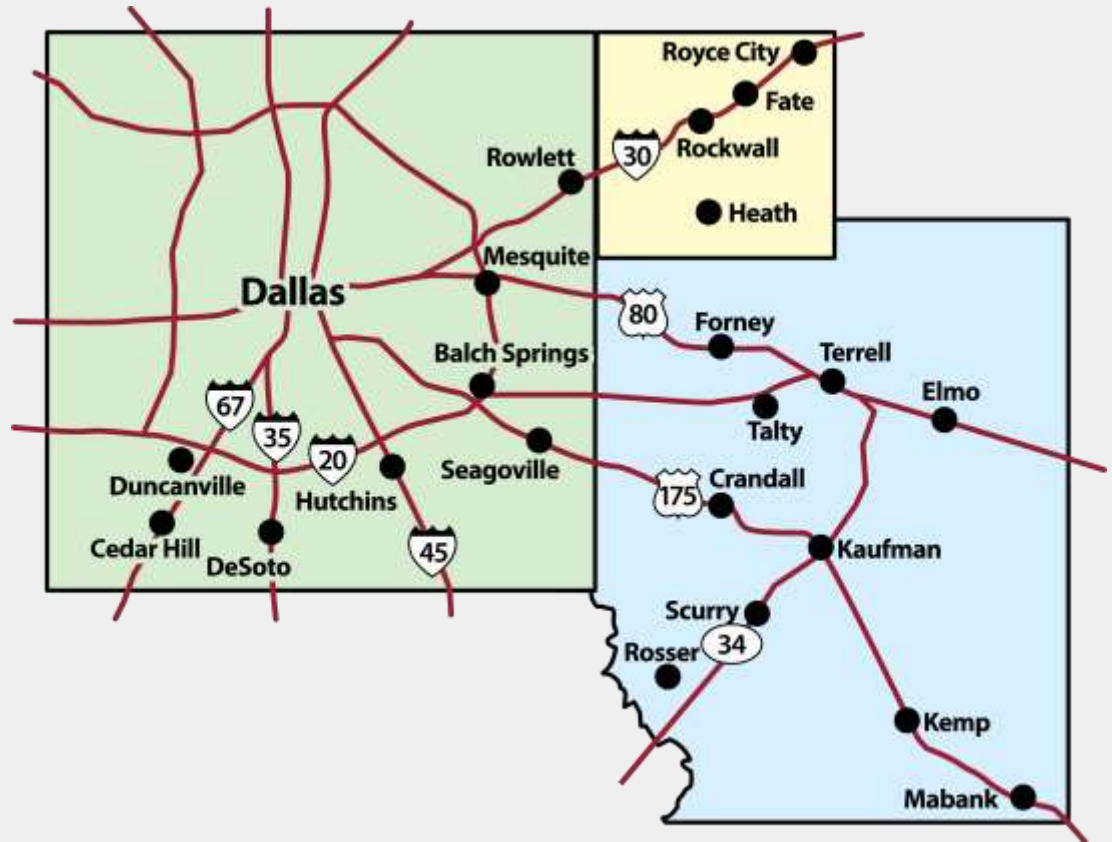
# **STAR TRANSIT**

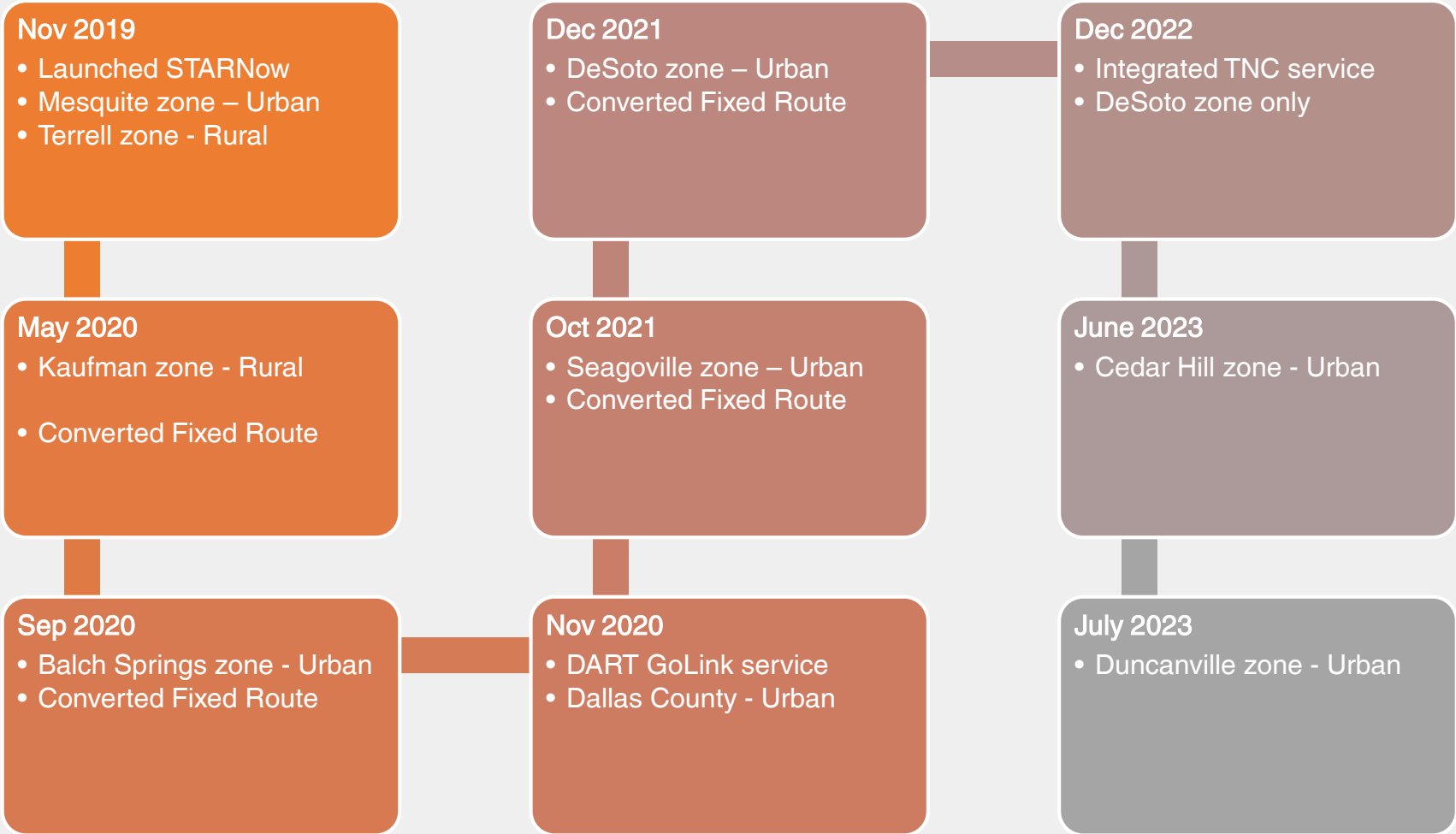
## **Intro STAR Transit**



- **Providing public transportation for over 40 years** and our mission is to provide people with safe, affordable, convenient and desirable mobility options to enrich quality of life by connecting all to services and opportunities.
- We are a political sub-division of the state of Texas providing over **215,000 rides** per year with a **staff of 100** and a **fleet of 55+ vehicles**.
- Based in **Kaufman County** operating as a Rural Transit District.
- **4<sup>th</sup> largest transit agency** in greater North Texas, with **no dedicated sales tax**.

- Kaufman County
- Rockwall County
- Seagoville
- Balch Springs
- Mesquite
- DeSoto
- Cedar Hill (June 2023)
- Duncanville (July 2023)
  
- Ellis County (Title IIIB)





## Demand Response:

- Pre-booked origin to destination rides within our service area.
- Booked at least one business day; up to two weeks in advance.
- Scheduling Agents are available Mon – Fri, 8 am – 4 pm.
- Buses operate Mon - Fri, 6 am – 6 pm. We do operate in Mesquite until 8 pm.
- Fares range from \$1 - \$12 and are based on mileage. Discounted fares for 60+, veteran and/or disabled riders.

## Same Day Service - STARNow:

- Same day, origin to destination, demand response service operates in Terrell, Kaufman, Forney, Mesquite, Balch Springs, Seagoville, DeSoto, Cedar Hill and Duncanville.
- Rides can be booked via the STARNow app or by calling our call center.
- Buses operate Mon – Fri, 6 am – 6 pm (Mesquite – 8 pm)
  - Mesquite/Balch Springs/Terrell - Sat, 8 am – 5 pm.
- Rides within travel zone (13 – 59) = \$2.00, Qualified 60+, Veterans, Disabled Riders = \$1.00 Children 12 and under = Free with a fare paying adult.

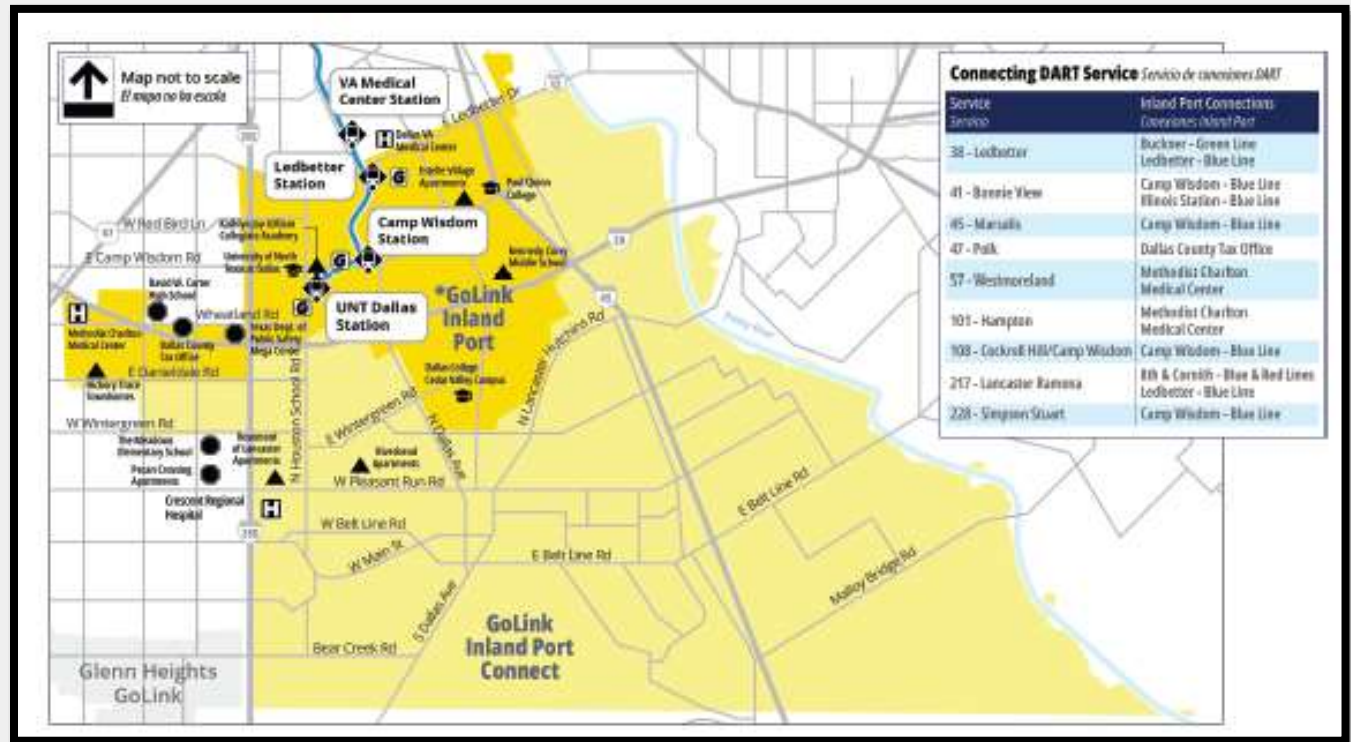
## Fixed Routes:

- Balch Springs Midtown Express Route 101.
- Fares are \$1 (13 – 59), free for 60+, 12 and below, veterans and/or disabled riders.

- Regional connections with Small Urban and Rural Transit system
- STAR Transit access agreement for DART Light-Rail stations
- Use same scheduling software
- Use same electronic fare system
- Use same route planning tools
- Subcontractor in DART GoLink service.



- DART Service operated by STAR Transit.
- Monday – Friday, 4 am – 8 pm
- Follows DART fare policy.



- **DART UNT Dallas Station**
  - STARNow
- **DART Buckner Station**
  - STARNow
  - Balch Springs Express Rte. 101
- **DART Lawnview Station**
  - STARNow
- **Lake Ray Hubbard Transit Center**
  - STARNow
- **DART Red Bird Transit Center**
  - STARNow
- **Glenn Heights Park and Ride**
  - STARNow
- **DART Rowlett Station**
  - Demand Response



- All vehicles meet the Americans with Disabilities Act (ADA) requirements, offering wheelchair lifts and other features to accommodate riders with disabilities.
- Seating Capacity: 6-18 seats.



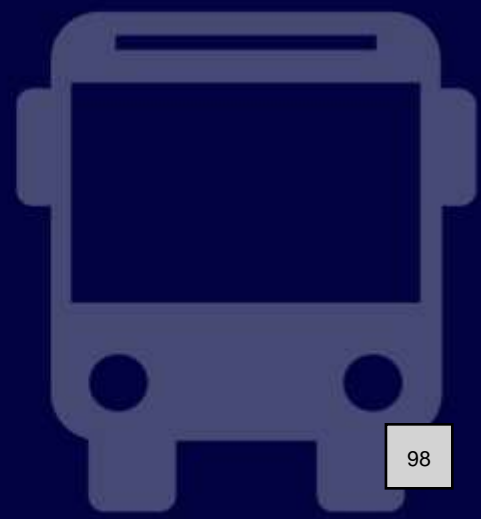
## *Board Policies*

- Each jurisdiction is required to be self supporting with a standardize hourly cost of service across all geographic area: FY25 - \$56.75
- Federal/State grants through STAR Transit reduce this cost by 60% in urban areas; remaining operating costs are passed on to the local government partner as grant local match.
- All capital projects are funded by Federal/State grants; no major capital cost to the local jurisdiction.
- Each bus is approximately \$120,000; STAR Transit obtains these at no cost to the local jurisdiction; major capital costs covered 100% by federal funds.
- Interlocal agreements are 12-month renewable terms.



# ***STAR TRANSIT***

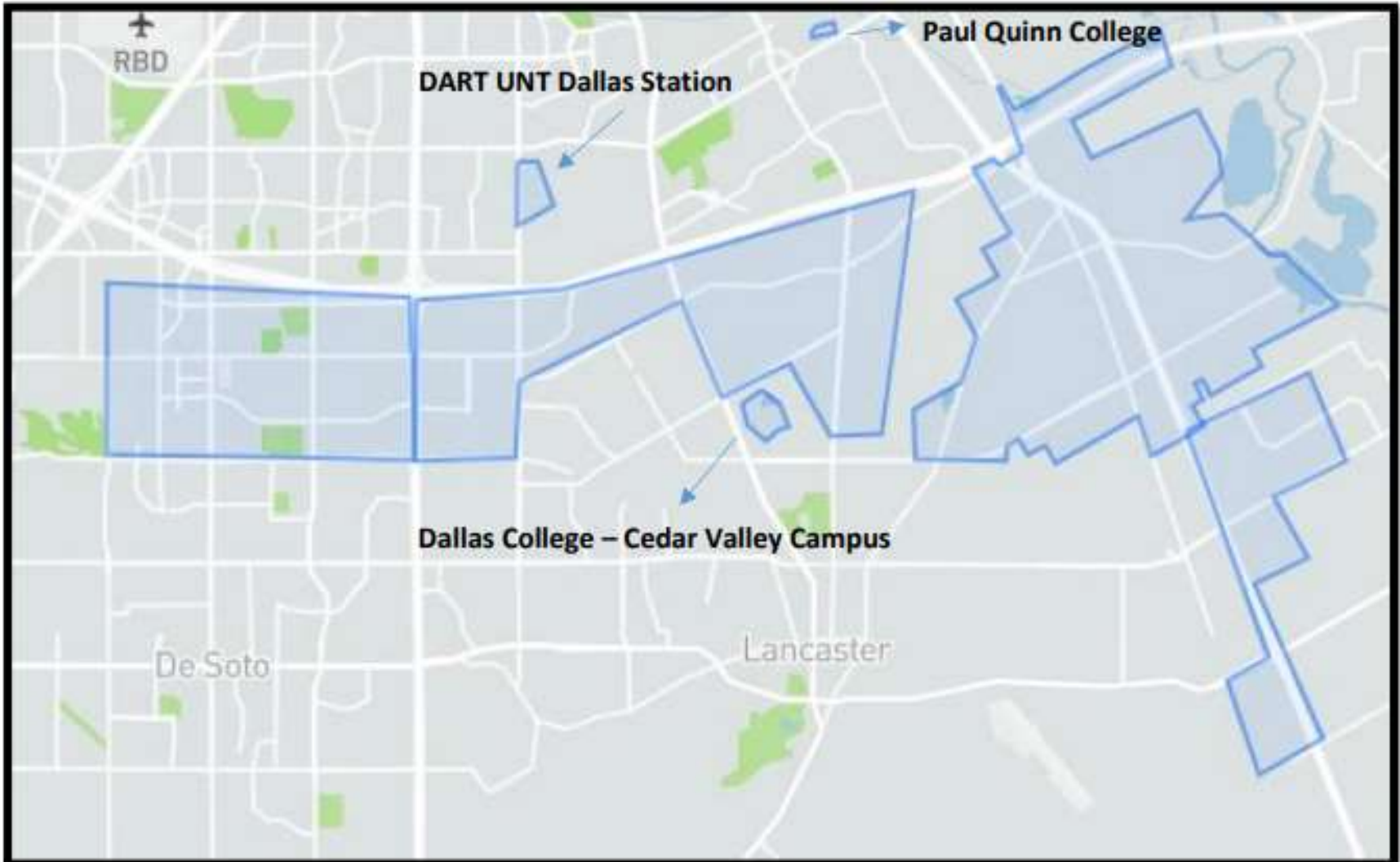
## ***Proposed Service***



**Current funding for the GoLink Inland Port Connect service is expected to be depleted by September 2025.**

## **Current Daily Ridership:**

- Hutchins to/from Hutchins/Wilmer/Lancaster/DeSoto – 8
- Hutchins to/from Dallas – 13
- Hutchins to/from DART Stations – 14
- Total Hutchins activity – 35 trips per day
  
- Ridership numbers include both pickups and drop-offs occurring in the City.



## Hutchins Proposed Service – Following Inland Port Connect Service:

- Shared service with City of Wilmer to reduce costs and increase efficiency.
- 16 hours of dedicated transit service per day (Monday – Friday, 5:00 am – 8:00 pm)
  - STARNow (Same day service within the Hutchins travel zone)
    - The zone includes the city limits of Hutchins, the DART UNT Dallas Station, Dallas College – Cedar Valley Campus and Paul Quinn College.
    - The zone will also include business and industrial parks located in Wilmer, Lancaster and DeSoto.
  - Shifts 5:00 am – 1:00 pm and Noon – 8:00 pm
  - Estimated 36 trips per day on dedicated vehicles.
    - 16 hours x 2.25 trips per hour. Exceeds current ridership.
- Adding \$75,000 for Uber service is estimated to cover up to 20 additional trips per day.

## Estimated Ridership:

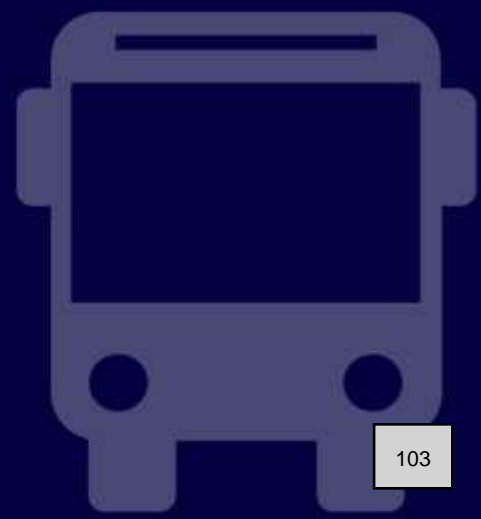
- Estimate up to 50 trips per day and over 1,200 trips per month.

<b>Wilmer/Hutchins</b>		
<b>Category</b>	<b>Amount</b>	<b>Notes</b>
Weekday Service Days	254	Weekday Standard
Weekday Hours	16	16 hours STARNow dedicated vehicle service (5:00am - 8:00pm)
Weekday Hourly Cost	\$ 56.75	FY25 Cost of Service ( subject to update annually as per STAR Transit Cost of Service Letter)
STAR Transit Operating Cost	\$ 230,632	Cost of dedicated vehicle service
TNC Contract Cost	\$ 75,000	Up to 20 trips per day on average
Total Operating Cost	\$ 305,632	Calculated Annual Cost
Federal Grant Subsidy Amount 5307	\$ 175,879	FTA formula funding
RTC Subsidy Amount	\$ 69,190	RTC funding for first three years
Annual Cost to the City of Wilmer	\$ 30,282	
Annual Cost to the City of Hutchins	\$ 30,282	
Monthly Charge to each City	\$ 2,523	Estimated 1,200 trips per month



# ***STAR TRANSIT***

***Discuss Next Steps***



- NCTCOG to execute grant funding.
- Review inter-local agreement.
- Present to City Council.
- Conduct public involvement process.
- Finalize service plans.
- Advertise service updates.
- Transition service.



**STAR TRANSIT**

**Thank You!**

