



**CITY OF HUTCHINS  
KEEP HUTCHINS BEAUTIFUL  
AGENDA**

**Tuesday, March 11, 2025 at 6:00 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 Building & Standards Commission Board to be held on Tuesday, March 11, 2025 at 6:00 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**Board Members**

Chair, Desiree Francis  
Vice Chair, America Rodriguez  
Board Member, Kimberley Diaz  
Board Member, Larocho Odom  
Board Member, Elaine Hudson  
Board Member, Gilbriana (Briana), Wadley  
Board Member, Tynee Sims-Rogers  
Scott Lindsay-Alternate  
Teresa Ayala-Alternate

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

1. Roll Call

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

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

**D. CONSENT AGENDA** - *All items presented in the Consent Agenda require no deliberation by the Board. Each Board member has the opportunity of removing an item from this agenda so that it may be considered separately.*

2. Approval of Minutes from February 11, 2025.

**E. PRESENTATIONS**

3. Discuss Arbor Day, March 22, 2025.
4. Discuss Community Clean up, April 12, 2025.

**F. REGULAR AGENDA** - *As authorized by Section 551.071 of the Texas Government Code, the Board 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.*

5. Discuss and Consider KHB Logo.

**G. ITEMS OF COMMUNITY INTEREST**

6. Arbor Day March 22, 2025

7. Easter Egg Hunt April 12, 2025. Campbell Park, Noon to 2 PM.

8. Community Clean Up, April 12, 2025.

**H. ADJOURN**

**CERTIFICATION**

I certify that a copy of the March 11, 2025 agenda of items to be considered by the Building & Standards Commission Board 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 , in accordance with Chapter 551 of the Texas Government Code. Posted on March 07, 2025 before 6:00 p.m.



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Wanda Randle  
Staff Liaison

**ACCESSIBILITY STATEMENT**

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



**CITY OF HUTCHINS  
KEEP HUTCHINS BEAUTIFUL  
MINUTES**

**Tuesday, February 11, 2025 at 6:00 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 Building & Standards Commission Board to be held on Tuesday, February 11, 2025 at 6:00 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**Board Members**

- Chair, Desiree Francis
- Vice Chair, America Rodriguez
- Board Member, Kimberley Diaz
- Board Member, Larocho Odom
- Board Member, Elaine Hudson
- Secretary, Gilbriana (Briana) Wadley
- Historian, Tynee Sims-Rogers
- Scott Lindsay-Alternate
- Teresa Ayala-Alternate

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

1. **Roll Call** – Chair, D. Francis called the meeting to order at 6:08 PM.

**Present:** D. Francis, A. Rodriguez, L. Odom, and G. Wadley.

**Absent:** K. Diaz, E. Hudson, T. Rogers, S. Lindsay, and T. Ayala.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was led by A. Rodriguez , and D. Francis led the Pledge of Allegiance.

**C. CITIZEN COMMENTS** - *This agenda item provides an opportunity for citizens to address the Board on any matter that is not posted on the agenda. Anyone wishing to address the Board should complete a Citizen Comments Form and submit it to the recording secretary prior to the start of the Board meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time. -None.*

**D. CONSENT AGENDA** - *All items presented in the Consent Agenda require no deliberation by the Board. Each Board member has the opportunity of removing an item from this agenda so that it may be considered separately.*

2. Approval of Minutes from January 14, 2025.

L. Odom motioned to approve the minutes from January 14, 2025, and A. Rodriguez seconded the motion. All in favor, motion passed.

Voting Yea: D. Francis, A. Rodriguez, L. Odom, and G. Wadley.

Voting Nay: 0

**E. PRESENTATIONS**

**3. Presentation of Board Member's selected Logos and Taglines by W. Randle.**

A. Rodriguez will perfect the logos that she submitted, and the board will vote on a logo and the current tag line in March.

**4. Reminder: The Yard of the Month competition will start on March 1, 2025.**

All nominations for Yard of the month must be submitted by the 5<sup>th</sup> of each month. W. Randle will compile all nominations and forward to the board to vote on. If the board doesn't receive any nominations by the 5<sup>th</sup>, the board will promote more.

Board members would like to explore the idea of a large neighborhood sign that advertises the yard of the Month.

W. Randle will request that the notice regarding Yard of the Month be sent out again to inform citizens.

**F. REGULAR AGENDA - *As authorized by Section 551.071 of the Texas Government Code, the Board 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.***

**5. Discuss and consider revising the date for The Community Cleanup, currently set for June 7, 2025.**

The board agreed to move the date for The Community Cleanup to April 12, 2025.

G. Wadley motioned to approve; L. Odom seconded the motion. All in favor, motion passed.

Voting Yea: G. Wadley, L. Odom, D. Francis, and A. Rodriguez.

Voting Nay: 0

**6. Discuss and consider the plan outline for volunteers for Arbor Day.**

W. Randle will request that a red alert is sent, requesting volunteers, and when the board meets in March will provide an outline of where the peach trees can be planted.

**G. ITEMS OF COMMUNITY INTEREST**

7. Black History Program February 20, 2025. Community Center, 4 PM to 6 PM.

8. Easter Egg Hunt April 12, 2025. Campbell Park, Noon to 2 PM.

9. Arbor Day March 22, 2025. Time TBD.

10. Voting for The Yard of the Month begins March 1, 2025.

**H. ADJOURN**

L. Odom motioned to end meeting, G. Wadley seconded the motion. All in favor, motion passed.  
Meeting adjourned at 6:46 PM.

Voting Yea: L. Odom, G. Wadley, D. Francis, and A. Rodriguez.

Voting Nay: 0

**CERTIFICATION**

I certify that a copy of the February 11, 2025 agenda of items to be considered by the Building & Standards Commission Board 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 , in accordance with Chapter 551 of the Texas Government Code. Posted on February 7, 2025 before 6:00 PM.

APPROVED:

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Wanda Randle  
Staff Liaison