



**CITY OF HUTCHINS  
KEEP HUTCHINS BEAUTIFUL  
AGENDA**

**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

**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 January 14, 2025.

**E. PRESENTATIONS**

3. Presentation of Board Member's selected Logos and taglines by W. Randle.
4. Reminder: The Yard of the Month competition will start on March 1, 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 revising the date for The Community Cleanup, currently set for June 7, 2025.
6. Discuss and consider the plan outline for volunteers for Arbor Day.

**G. ITEMS OF COMMUNITY INTEREST**

7. Black History Program February 20, 2025. Community Center, 4 PM to 6 PM.
8. Voting for The Yard of the Month begins March 1, 2025.
9. Arbor Day March 22, 2025. Time TBD.
10. Easter Egg Hunt April 12, 2025. Campbell Park, Noon to 2 PM.

**H. ADJOURN**

**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.



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 [colguin@cityofhutchins.org](mailto:colguin@cityofhutchins.org)



**CITY OF HUTCHINS  
KEEP HUTCHINS BEAUTIFUL  
MINUTES**

**Tuesday, January 14, 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, January 14, 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
- Historian, Tynee Sims-Rogers
- Scott Lindsay-Alternate
- Teresa Ayala- Alternate

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

- 1. Roll Call – Vice chair, A. Rodriguez called the meeting to order at 6:11 PM.

Present: E. Hudson, A. Rodriguez, K. Diaz, G. Wadley.

Absent: L. Odom. D. Francis, T. Sims-Rodgers, S. Lindsay, and T. Ayala.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

G. Wadley led the invocation, and K. Diaz 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 December 10, 2024

G. Wadley motioned to approve, and K. Diaz seconded the motion. All in favor, motion passed.

Voting Yea: A. Rodriguez, K. Diaz, E. Hudson, G. Wadley

Voting Nay: 0

**E. PRESENTATIONS**

3. Update on Board Members and Positions

Gilbriana (Briana) Wadley was appointed Secretary of the KHB Board.

**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.*

- 4. Discuss and consider tagline for KHB.
- 5. Discuss and consider Logo for KHB

Board members will send ideas for a logo and tagline to W. Randle to present at next meeting. W. Randle will make a booklet with helpful information about KHB and dates of upcoming events, to distribute and will have a copy available for review next meeting for the Board to edit and approve.

**G. ITEMS OF COMMUNITY INTEREST**

- 6. Easter Egg Hunt April 12, 2025

**H. ADJOURN**

G. Wadley motioned to end meeting, and E. Hudson seconded motion. All were in favor, and the motion passed. Meeting adjourned at 6:32 PM.

Voting Yea: A. Rodriguez, K. Diaz, E. Hudson, and G. Wadley.

Voting Nay: 0

**CERTIFICATION**

I certify that a copy of the January 14, 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 January 10, 2025, before 6:00 p.m.

APPROVED:

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Desiree Francis, Chair

ATTEST:

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Wanda Randle-Staff Liaison