



**CITY OF HUTCHINS
KEEP HUTCHINS BEAUTIFUL
AGENDA**

**Tuesday, October 08, 2024 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, October 08, 2024 at 06:00 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, Steven E Brown
Historian, Tynee Sims-Rogers
Scott Lindsay-Alternate
Jennifer Macias-Alternate
Virginia Burrell- Alternate

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Roll Call

Invocation

Pledge of Allegiance

B. 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.*

C. 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.*

1. *Approval of Minutes from September 10, 2024*

D. PRESENTATIONS

E. 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.*

- [2.](#) Discuss and consider presentation of FY2025 Initiatives.

F. ITEMS OF COMMUNITY INTEREST

3. Fall Festival October 12, 2024 Noon - 3PM
4. Community Christmas Event December 14, 2024

G. ADJOURN

CERTIFICATION

I certify that a copy of the October 8, 2024 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 October 4, 2024 before 6:00 p.m.



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



**CITY OF HUTCHINS
KEEP HUTCHINS BEAUTIFUL
MINUTES**

**Tuesday, September 10, 2024 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, September 10, 2024 at 06:00 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

Desiree Francis
America Rodriguez
Kimberley Diaz
Larocha Odom
Elaine Hudson
Steven E Brown
Tynee Sims-Rogers
Scott Lindsay-Alternate
Jennifer Macias-Alternate
Virgina Burrell- Alternate

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Roll Call – Meeting called to order at 6:07PM by W. Randle.

Invocation – T. Rogers.

Pledge of Allegiance – S. Francis.

Absent – L. Odom, K. Diaz, S. Brown, S. Lindsay, J. Macias, and V. Burrell.

B. 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*

C. 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.*

1. Approval of Minutes from August 13, 2024 – **T. Rogers motioned to approve, D. Francis seconded the motion, and unanimously approved by the board.**

D. PRESENTATIONS

- 2. W. Randle will introduce newly appointed officers – **W. Randle introduced newly appointed officers for the KHB board. The officer role of the secretary is open.**

E. PUBLIC HEARINGS

- 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.*

- 3. Discuss and consider Fiscal year 2025 initiatives.
- A. **W. Randle advised would move forward with the Keeping Texas Beautiful application.**
- B. **W. Randle proposed to have 4 to 6 events a year to meet Keeping Texas Beautiful requirements.**
- C. **W. Randle will research the possibility of having college(s) come out to teach community gardening.**
- D. **W. Randle will check with the City of Dallas for funding to plant trees.**
- E. **Initiatives presented by the board to be considered, Arbor Day, Yard of the Month, Neighborhood clean-up, and Hutchins Big Event. D. Francis motioned to wait until the next meeting to decide on 4 events to allow the entire board to share their ideas. T. Rogers seconded the motion, and all unanimously approved .**

G. ITEMS OF COMMUNITY INTEREST

- 4. Fall Festival October 12, 2024
- H. **ADJOURN – A. Rodriguez motioned to adjourn meeting, E. Hudson seconded motion and unanimously approved to adjourn the meeting at 6:36 PM.**

APPROVED:

Desiree Frances, President

ATTEST:

Wanda Randle
Staff Liaison



Keep Hutchins Beautiful 2025

Keep Hutchins Beautiful

Preserving Beauty for Generations to Come

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Overview

This outline provides a comprehensive view of the proposed events for the 2025 KHB Board. Each event includes details regarding pros and cons, material costs, and volunteer requirements to ensure successful execution. Further planning and adjustments can be made based on community feedback and participation.

Yard of the Month Award Presentation

Celebrating the best yards in our community!

A monthly recognition program to encourage residents to maintain and enhance their yards.

Details:

- Start Date: January 2025
- Criteria: Aesthetic appeal, creativity, and maintenance
- Judging Panel: KHB board members
- Pros: - Encourages neighborhood beautification -/Fosters community pride /Provides recognition for residents' efforts
- Cons: - May lead to competition among neighbors /Requires consistent judging and communication
- Material Costs: - Monthly prizes (gift cards, yard signs, etc.):\$[TBD]
- Promotional materials: \$[TBD]
- Total Estimated Cost: \$[TBD]
- Volunteers Needed: - [TBD]



Showcasing the Yard of the Month

*KEEP HUTCHINS BEAUTIFUL
YARD OF THE MONTHS*



Monthly winners announced

Vote for yours

Colorful flower garden

A **flower garden** enhances your home's beauty today.

Sleek modern landscaping

Modern landscaping adds **elegance** to any outdoor space.

Charming rustic pathway

Rustic pathways create a **welcoming** atmosphere for guests.

Vibrant vegetable patch

A vegetable patch provides fresh **produce** and joy.

Hutchins Peach Tree Arbor Day

Hutchins Peach Tree Planting Arbor

Overview: Establish a community peach tree planting arbor to promote environmental sustainability and beautify public spaces. -



Details: - Date: [TBD]

- Location: [TBD]

- Participants: Community members, local schools, and volunteers

- Pros: - Enhances community green space - Educates residents on tree care and environmental responsibility

- Promotes community involvement and pride

- Cons: - Initial maintenance may be required - Potential for tree loss due to weather or pests

- Material Costs:

- Peach trees: \$[TBD]

- Soil and compost: \$[TBD]

- Tools (shovels, gloves, etc.): \$[TBD]

- Signage: \$[TBD]

- Total Estimated Cost: \$[TBD]

- Volunteers Needed: - [TBD] volunteers for planting day

- [TBD] volunteers for ongoing maintenance

Hutchins Peach Tree Arbor Day

To ensure the best growth, plant your peach trees in the late winter or early spring, ideally between January and March. This timing allows roots to establish before the scorching Texas summer kicks in.



Neighborhood Clean-UP Day

Neighborhood Clean-Up Day Overview: Organize a community clean-up event to collect litter and promote environmental awareness in specified neighborhoods.



Neighborhood Cleanup

Neighborhood Clean-Up Day Overview: Organize a community clean-up event to collect litter and promote environmental awareness in specified neighborhoods.

Details:

- Date: [Insert Date]
- Meeting Point: [Insert Location]
- Supplies Provided: Trash bags, gloves, refreshments
- Pros: - Directly improves community appearance - Encourages community engagement - Raises awareness about environmental issues
- Cons: - Weather dependency - Potential for low participation
- Material Costs: - Trash bags and gloves: \$[TBD]
- Refreshments: \$[TBD]
- Promotional materials: \$[TBD]
- Total Estimated Cost: \$[TBD]
- Volunteers Needed: - [TBD] volunteers for clean-up - [TBD]
- volunteers for setup and refreshments ---



Hutchins Big Event!

KHB Assistant to Aging Adults Overview: A community event focused on assisting aging adults with various needs (yard work, home maintenance, etc.)



HUTCHINS BIG EVENT

KHB Assistant to Aging Adults Overview: A community event focused on assisting aging adults
Details: with various needs (yard work, home maintenance, etc.)

- Date: [Insert Date]
- Location: [Insert Location]
- Services Offered: Yard maintenance, home repairs, companionship
- Pros: - Provides essential services to vulnerable community members - Promotes intergenerational engagement - Strengthens community ties
- Cons: - Requires careful coordination of services - Potential liability issues requiring waivers
- Material Costs:
 - Supplies for yard work/maintenance: \$[TBD]
 - Refreshments for volunteers and participants: \$[TBD]
 - Promotional materials: \$[TBD]
 - Total Estimated Cost: \$[TBD]
- Volunteers Needed: - [TBD] volunteers for yard work - [TBD] volunteers for companionship and support - [TBD] volunteers for setup and logistics ---



Q&A



Deliverables



Outline Steps to Move Forward



✓ You are scheduled

A calendar invitation has been sent to your email address.

Affiliate & Youth Program Manager Meeting Meeting

 Corinne Pierce

 10:30am - 11:00am, Friday, October 11, 2024

 Central Time - US & Canada

 Web conferencing details to follow.

Thank You for Preserving Hutchins Beauty for
Generations To Come!

Section E, Item2.

