



**CITY OF HUTCHINS
CITY COUNCIL MEETING
AGENDA**

**Monday, September 16, 2024 at 5:30 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, September 16, 2024, at 5:30 p.m. 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. Library Update Presented by Olivia Daniels

E. PUBLIC HEARINGS

2. Conduct a Public Hearing regarding the requested SUP for the installation and operation of a commercial antenna facility in the (LI) Light Industrial District, located on property described as 83.3691 Acres in the U Wurthrick Abst 1518 Page 030 TR 1.1 more particularly described as 1005 IH-20 Presented by: Tim Rawlings

2A Open Public Hearing and receive comments.

2B Consider approval of Ordinance 2024-09-1195 for an SUP of the property addressed as 1005 IH-20.

3. Conduct a public hearing regarding an amended site plan to allow the construction of an awning in front of the existing building located at property described as, Being part of the THOMAS FREEMAN SURVEY, ABSTRACT NO. 453, and being a part of a 5.9 acre tract conveyed by C.

W. Graupner to N. W. Harris and wife, Billie I. Harris, by Deed dated May 7, 1946, filed for record May 14, 1946, in the Deed Records of Dallas County, Texas, and being more particularly described as 210 S. I-45. Presented by: Tim Rawlings

3A Open Public Hearing and receive comments.

3B Consider approval of a site plan approval for the property addressed 210 S I-45.

4. Conduct a Public Hearing to Consider FY2024-2025 Hutchins Economic Development Capital Improvement Program. Presented by Guy Brown, HEDC Executive Director

4A. Open Public Hearing and Receive Comment.

4B. Discuss and consider Resolution R2024-09-1211 OF THE HUTCHINS CITY COUNCIL APPROVING A HUTCHINS ECONOMIC DEVELOPMENT CORPORATION ECONOMIC DEVELOPMENT CAPITAL IMPROVEMENTS PROGRAM.

5. Conduct a Public Hearing to consider FY2024-2025 Hutchins Economic Development Corporation Proposed Budget. Presented by Guy Brown, HEDC Executive Director

5A. Open Public Hearing and Receive Comments

5B. Discuss and consider Ordinance 2024-09-1196 OF THE CITY OF HUTCHINS, TEXAS MAKING APPROPRIATIONS FOR THE BETTERMENT OF THE CITY OF HUTCHINS, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; APPROPRIATING MONEY TO AN ECONOMIC DEVELOPMENT FUND FOR IMPROVEMENTS AND ENRICHMENTS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF HUTCHINS ECONOMIC DEVELOPMENT CORPORATION FOR THE 2024-2025 FISCAL YEAR.

6. Conduct a Public Hearing to consider Fiscal Year 2024-2025 City of Hutchins Proposed Budget.

6A. Open Public Hearing and Receive Comments

6B. Discuss and consider Ordinance 2024-09-1197 OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND ADOPTING THE BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 01, 2024, THROUGH SEPTEMBER 30, 2025; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET. Presented by: Maria Joyner, Director of Finance

7. Conduct a Public Hearing to consider Fiscal Year 2024-25 Tax Rate

7A: Open Public Hearing and Receive Comments

7B: Discuss and consider Ordinance 2024-09-1198 OF THE CITY OF HUTCHINS, TEXAS, LEVYING AD VALOREM TAXES FOR THE YEAR 2024-2025, AT A RATE OF \$0.630082 PER ONE HUNDRED DOLLARS (\$100.00) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY AS OF JANUARY 1, 2024, TO PROVIDE REVENUES FOR CURRENT EXPENSES AND INTEREST AND SINKING FUND REQUIREMENTS; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; AND DECLARING AN EFFECTIVE DATE. Presented by: Maria Joyner, Director of Finance

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.*

8. Brandera - rebranding presentation Presented by Beth Owens
9. Discuss and consider Resolution No.R2024-09-1212 APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE ("ACSC") AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY'S 2024 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE ACSC'S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC'S LEGAL COUNSEL. Presented By: Katherine Lindsey, Assistant to the City Administrator
10. Discuss and consider Resolution R2024-09-1213 of the Hutchins City Council Nominating Candidates for Election to the Board of Directors of Dallas Central Appraisal District. Presented by Cynthia Olguin
11. Discuss and consider Ordinance 2024-09-1199 OF THE CITY OF HUTCHINS, TEXAS, TO PROVIDE A RATE MODIFICATION FOR SOLID WASTE COLLECTION IN ACCORDANCE WITH THE MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL CONTRACT BY AND BETWEEN THE CITY OF HUTCHINS, TEXAS AND REPUBLIC WASTE SERVICES OF TEXAS, LTD.; AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2024. Presented by: Maria Joyner, Director of Finance
12. Discuss and consider authorizing the City Administrator to negotiate and enter into an agreement with Lovepuppy2 Pet Sitting LLC and an Agreement with Tri Cities Animal Shelter for animal shelter services (Presented by: Steve Perry Police Chief)
13. Consider action to ratify the property tax increase as reflected in the FY 2024-2025 City of Hutchins Budget. Presented by: Maria Joyner, Director of Finance

G. EXECUTIVE SESSION

14. Pursuant to Texas Government Code Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person. Potential property sites for the Recreation Center and Library

H. RECONVENE INTO REGULAR SESSION

15. Action, if any, as a result of Executive Session: Potential property sites for the Recreation Center and Library

I. ITEMS OF COMMUNITY INTEREST

16. Atwell Public Library Board Meeting - Tuesday, September 17, 2024, at 6:30 p.m. City Hall Council Chamber, 321 N. Main St., Hutchins.

Planning and Zoning Commission Meeting, Thursday, September 26, 2024, at 6:00 p.m. City Hall Council Chamber, 321 N. Main St., Hutchins

National Night Out, Tuesday, October 1, 2024, from 6 p.m. - 8 p.m., Hutchins Public Safety Building, 550 W. Palestine, Hutchins

Early Voting By Personal Appearance: 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.

Monday-Friday, October 21 – 25, 2024, from 8:00 a.m. to 5:00 p.m.

Saturday, October 26, 2024, from 7:00 a.m. to 7:00 p.m.

Sunday, October 27, 2024, from 12:00 p.m. to 6:00 p.m.

Monday-Thursday, October 28th – November 1st, 2024, from 7:00 a.m. to 7:00 p.m.

J. ADJOURN

CERTIFICATION

I certify that a copy of the September 16, 2024, 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, in accordance with Chapter 551 of the Texas Government Code. Posted on Friday, September 13, 2024, before 5:00 p.m.



Cynthia Olguin
City Secretary



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 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



STAFF REPORT

MEETING DATE:	September 16, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Wanda Randle
AGENDA CAPTION:	Library Update

Background Information

Over the last 36 months, our library has implemented several notable programs in partnership with key supporters in the community. These programs have received recognition awards and grants, showcasing the impact they have had on our patrons.

One of the standout programs was our partnership with a local literacy organization to provide online book access services for adults and children looking to improve their reading and writing skills. This program received a recognition award for its success in helping individuals achieve their educational goals.

Another successful program was our partnership with a teacher’s association group to host a series of mindfulness and stress management workshops for community members. This program received recognition for its innovative approach to promoting mental wellness.

Overall, these programs have been instrumental in fulfilling our mission to provide educational and cultural enrichment opportunities for our community. We look forward to continuing to collaborate with our supporters to bring impactful programming to our patrons in the future.

Tonight, our librarian Olivia Daniels will showcase the accomplishments.

Budget Implications

NA

Operational Impact

NA

Legal Review

NA

Staff Recommendation

Councils continued support

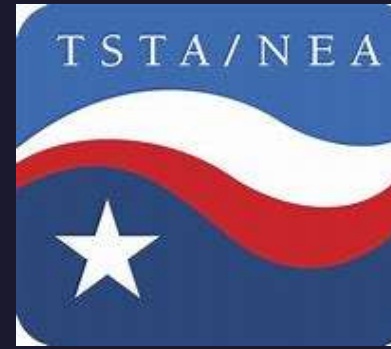
Supporting Documentation and Attachments

Atwell Public Library

Accomplishments, Partners, Grants, Recognition 2021-2024

Supporters & Partners 2024

- Texas State Teachers Association (TSTA)
- National Education Association (NEA)- Dallas
- Southwest Dallas County Area- Delta Sigma Theta Sorority, Inc. (SWDCA DSTS)
- Atmos Energy
- Determine to Stand, LLC.
- Wintergreen Terrace MHC
- Quail Run MHC
- Marigold's Florist
- Workforce Solutions of Greater Dallas
- Half Price Books



Notable Library Programs

- Black History Month – Arts & Culture Program Ticket Raffles – February 2022
- Summer Reading Program Awards Ceremony & Luncheon – July 2023
- Hutchins Senior Center Craft Days – Fall 2023
- NASA Astro Camp – November 2023
- ReadSquared reading challenges - I,000 Books Before Kindergarten, National Smokey Bear Reading Challenge – Ongoing
- Spring Break Yoga Challenge – March 2024
- Solar Eclipse Watch Party – April 2024
- Summer Reading Kickoff – May 2024 with TSTA/NEA Dallas/ Hutchins Fire Dept. – May 2024
- Library Olympics - July 2024
- Outreach Programs with Wintergreen Terrace MHC and Quail Run MHC – Library Card Sign Up, Easter Egg Hunts, Christmas, Pool Party, Back to School, etc. – Ongoing

Story Time & Build MOM a flower bouquet!
(While Supplies Last)



Free Event
Monday May 8th
4:30PM

Atwell Public Library
800 N. Denton St.
Hendricks, TX 76141



MONDAY, APRIL 8TH

Solar Eclipse Watch Party

12:30PM - 2:00PM
ATWELL PUBLIC LIBRARY



ATWELL PUBLIC LIBRARY
TSTA & NEA DALLAS

LIBRARY OLYMPICS

Section D, Item1.



TSTA/NEA



FOR GRADES K-12 • NASA DESIGNED STEM ACTIVITIES
HOSTED BY: TEXAS ASTRONOMICAL SOCIETY
NOV. 18, 2023



QUAIL RUN Summer POOL PARTY






YOGA CHALLENGE

WITH:
TSTA & NEA DALLAS









Accomplishments

2021

- Established Regular Children's Programming
- Established Monthly Activity Calendar
- Established Social Media – Instagram and Facebook
- Overhaul and expansion of Summer Reading Program and Prizes
- Established Community Library Bookstands



2024 "Ice Cream For Flowers!"

Accomplishments

2022

- Established Winter Break Activities – for families
- Established Carter Blood Care Blood Drives
- Established Community Outreach Programs – Gateway Hutchins Apartments, Quail Run MHC, Wintergreen Terrace
- Established Regular Adult Programming – Reading Challenges and Raffles
- Expansion of the Spanish Book Collection for Children and Adults
- Established Library Volunteer Program – applications, waivers, etc.



2024 Summer Reading Kickoff

Accomplishments

2023



- Expansion of the Summer Reading Program to all patrons – babies, families, kids, teens, adults
- New library cards – paper to customized plastic barcoded cards
- New ILS System- Biblionix Apollo online catalog
- New ILS qualified library to have e-book and audiobook app called SimplyE with access to over 17,000 books through the TSLAC.
- New PC Management (MyPC), scanning & faxing equipment (ScanEZ), credit card payments (Nayax) and coin tower, print management (PaperCut), mobile printing portal (ePrintIT).
- New ReadSquared App to encourage ongoing reading habits.

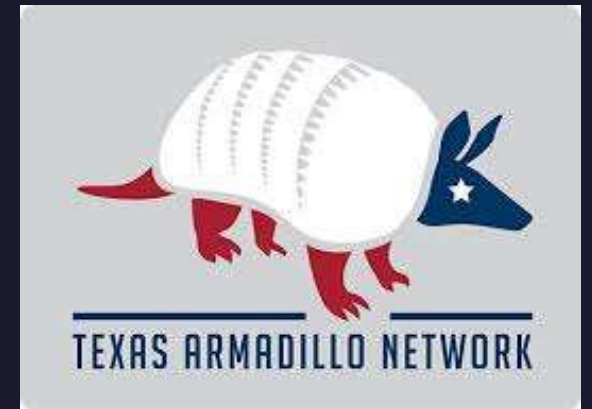
Accomplishments

Section D, Item1.

2024

- Expansion of the Summer Reading Program- use of ReadSquared platform to log points, weekly challenges take patrons on excursions, and incentives to attend library activities for extra points.
- Improved summer reading grand prizes include: PS5, laptops, TVs.
- Before 2024, interlibrary loans were closed to other library's requests. Staff trained for transition to new ILL platform Auto-Graphics, Inc. SHAREit . Atwell Public Library receives, processes, and ships interlibrary loan books to over 1,000 libraries and branches in Texas.
- After the discontinuation of the free resource for cataloging, OCLC Classify, the library subscribed and is currently training on platform OCLC WebDewey.

READ **squared**
Habit Forming



The world's libraries.
Connected."

Grants & Donations

- Half Price Books – Book Donation – Two donations since 2021 - over 6,000 books
- Texas Book Festival Award (TBF) September 2022 - \$2,500 for Spanish language books, 2024 award TBD
- Mellon Foundation/ Booklist Reader –April 2023- patron subscription to ALA’s Booklist Reader
- Texas Workforce Commission (TWC) Annual Conference Grant – November 2023 - \$3,500
- ALA Grant/ FINRA – Thinking Money for Kids – November 2023 – tablets and programming for kid’s financial literacy (Program starts Fall 2024)
- A.rt R.esources T.ransfer – December 2023- A.R.T Library Program – 400 art books (Ongoing)
- Gordan and Betty Moore Foundation/ Space Science Institute – December 2023 -Solar Eclipse Activities for Libraries (SEAL) – 500 eclipse glasses
- Atmos Energy / Determine to Stand LLC – May 2024 -\$7,600 to special programs/ summer reading



Section D, Item1.

Attendance to library activities – 2021 to 2024

Attendance between FY2022 and FY2023 increased by over 300%.

Library activities include in-person on-location, offsite programs, outreach activities, & adult and children's reading challenge participation.

Patron attendance statistics are reported annually to the Texas State Library Archives & Commissions.

Metric	Before 2021	FY2021	FY2022	FY2023	FY2024 Current
Number of library activities per year	1	35	79	85	65
Attendance	15	335	479	1458	1208

Recognition

**2023
ACHIEVEMENT OF
EXCELLENCE IN
LIBRARIES AWARD**

**ATWELL PUBLIC
LIBRARY**

The TMLDA has awarded the library for demonstrating commitment to providing exceptional service to our community. Of the 545 public library systems in Texas, your library is one of only 84 who have earned this year's award. With this honor, your library is now in the top 15% of all public libraries in the state.

 Texas Municipal Library
Directors Association



The Atwell Public Library has been awarded the “Achievement of Excellence in Libraries Award” from the Texas Municipal Library Director Association (TMLDA) in 2022 and 2023 for outstanding contributions to public service.

Note: The 2024 award winners will be announced in the Spring of 2025.





The power of community

Thank you

Olivia Daniels, Librarian

972-225-4711

Odaniels@cityofhutchins.org

Cityofhutchins.org/library

[@atwellpubliclibrary](#) Instagram & Facebook





STAFF REPORT

MEETING DATE:	August 15, 2024
MEETING TYPE:	Planning and Zoning Commission
SUBMITTED BY:	Tim Rawlings
AGENDA CAPTION:	Conduct a Public Hearing regarding the requested SUP for the installation and operation of a commercial antenna facility in the (LI) Light Industrial District, located on property described as 83.3691 Acres in the U Wurthrick Abst 1518 Page 030 TR 1.1 more particularly described as 1005 IH-20 by: Tim Rawlings

Background Information

Hope Carrico (representing Crafton Communications) has requested a Specific Use Permit (SUP) to allow the installation and operation of a Commercial Antenna on a portion of the property located at 1005 IH-20. The tower site will cover an area approx. 2,500 sq. ft. (50'x50'), the pole itself will be a monolithic pole designed to collapse upon itself should there be a catastrophic failure. This pole will be replacing the current pole located at the eastern end of Langdon Road, the lease on this property is expiring and the current pole will need to be removed. Regulations for these antennas are located in Section 37.6, B, 1 of the Zoning Ordinance, as part of the request they are requesting relief from the rear set back requirement of 25' to 0', the back of the property abuts Dallas Water Utilities property that will never have any structures on it only buried large diameter water transmission lines.

37.6

COMMUNICATIONS ANTENNAS AND SUPPORT STRUCTURES/TOWERS:

B.

In nonresidential zoning districts (O, R, C, HC, LI and HI), commercial antennas and antenna support structures are allowed as follows:

1. Commercial antenna support structures are allowed by right if they do not exceed the maximum building height allowed for the zoning district in which they are located. Structures in excess of the height allowed in the zoning district may be allowed by Specific Use Permit (SUP). In all nonresidential zoning districts, antenna support structures must meet the setback requirements from residential districts.

At their August 15, 2024, meeting Planning and Zoning Commissioners conducted a public hearing Crafton Communications representative was present and answered Commissioners questions no members of the public spoke. Commissioners deliberated and voted 4-0 to forward a recommendation of approval to the City Council.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

Yes

Staff Recommendation

Staff recommends approval

Supporting Documentation and Attachments

CITY OF HUTCHINS
ORDINANCE NO. 2024-09-1195

AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE CITY OF HUTCHINS, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A CHANGE IN ZONING BY GRANTING A SPECIFIC USE PERMIT (“SUP”) WITH SPECIAL CONDITIONS TO ALLOW A 126’ FOOT TALL ANTENNA (COMMERCIAL) ON LAND ZONED LIGHT INDUSTRIAL (“LI”) CONSISTING OF ±81.76 ACRES OF LAND, SITUATED IN THE U. WUTHRICK SURVEY, ABSTRACT NO. 1518, CITY OF HUTCHINS, DALLAS COUNTY, TEXAS, MORE COMMONLY KNOWN AS 1005 IH 20, HUTCHINS, DALLAS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT “A” ATTACHED HERETO; PROVIDING FOR THE APPROVAL OF THE PROPOSED SITE PLAN ATTACHED HERETO AS EXHIBIT “B”; PROVIDING A CONFLICTS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Hutchins, in compliance with the laws of the State of Texas, with references to the granting of zoning classification changes, have given the requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; the said governing body is of the opinion that the Specific Use Permit zoning application should be approved; and, in the exercise of legislative discretion, has concluded that the Comprehensive Zoning Ordinance and Map of the City of Hutchins should be amended.

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

SECTION 1. That the Comprehensive Zoning Ordinance and Map of the City of Hutchins, Texas, be and the same are hereby amended by granting a Specific Use Permit (“SUP”) to allow a 126’ Antenna (Commercial) on land zoned Light Industrial (“LI”) consisting of ±81.76 acres of land, situated in the U. Wuthrick Survey, Abstract No. 1518, City of Hutchins, Dallas County, Texas, more commonly known as 1005 IH 20, Hutchins, Dallas County, Texas, (the “Property”) and being more particularly described in Exhibit “A” attached hereto and made a part hereof for all purposes.

SECTION 2. That the Property shall be developed and used in accordance with the development regulations for Light Industrial (“LI”) as established in Section 28 of the Hutchins Zoning Code, with the following special conditions:

A. Site Plan. The Property shall be developed and used substantially in accordance with the Site Plan attached hereto as Exhibit “B” which is hereby approved.

- B. Height. The Antenna (Commercial) shall not exceed 126' in height.
- C. Driveway. Access to the Antenna (Commercial) may be accomplished by the existing gravel driveway.
- D. Setback. Rear setback requirements are waived.

SECTION 3. That the property shall be used only in the manner and for the purposes provided for by the Comprehensive Zoning Ordinance of the City of Hutchins, Texas, as heretofore amended, and as amended herein; and which is hereby approved.

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 of Hutchins, Texas, not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 6. That should any word, 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 Comprehensive Zoning Ordinance as a whole.

SECTION 7. An offense committed before the effective date of this ordinance is governed by prior law and the provisions of the Ordinances of the City of Hutchins, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 8. That any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Hutchins, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

SECTION 9. This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provides.

DULY PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS ON THIS THE 16th DAY OF SEPTEMBER 2024.

APPROVED:

Mario Vasquez, Mayor

APPROVED AS TO FORM:

ATTEST:

Joseph J. Gorfida Jr., City Attorney
(cgm:09-04-2024: 4881-1716-8794, v. 1)

Cynthia Olguin, City Secretary

Exhibit "A"
Property Description

1005 IH 20, Hutchins, TX

BEING a 4,691,572 square feet or a 107.704 acre tract of land, situated in U. Wuthrick Survey, Abstract No. 1518, City of Hutchins, Dallas County, Texas, and being part of a tract of land conveyed to Diann Tessman Slaton by Gift Warranty Deed recorded on October 17, 1996, said tract described in deed to Montell O. Tessman recorded in Volume 941 19, Page 4890, Deed Records of Dallas County, Texas and being more particularly described as follows:

BEGINNING at a set 5/8 inch iron rod for a corner at the intersection of the southeast line of Interstate Highway 20 (LBJ Freeway, a variable width right of way) with the northeast line of the H&T Railroad right of way (a 100 foot right of way);

THENCE, the following courses and distances with the southeast line of IH 20:

N 58° 47' 59" E, a distance of 274.09 feet to a point:

N 51° 26' 24" E, a distance of 1,210.20 feet to a found TXDOT right of way monument for a corner;

N 58° 47' 59" E, a distance of 1,098.28 feet to a found TXDOT right of way monument for a corner;

N 50° 58' 14" E, a distance of 43.76 feet to a found TXDOT right of way monument for a corner;

N 58° 47' 59" E, a distance of 2,600.00 feet to a found TXDOT right of way monument for a corner;

N 66° 07' 34" E, a distance of 352.88 feet to a found TXDOT right of way monument for a corner;

N 60° 00' 02" E, a distance of 1,056.59 feet to a point for a corner;

N 67° 49' 37" E, a distance of 679.20 feet to a point for a corner, said point being the northwest corner of a called 6.0 acre tract of land conveyed by the City of Hutchins by deed recorded in Volume 4473 Page 440, Deed Records of Dallas County, Texas;

THENCE, S 57° 52' 26" E, departing the southeast line of Interstate Highway 20 and with the southwest line of the 6.0 acre tract, a distance of 604.27 feet to a set 5/8 inch iron rod for a corner at the southwest corner of the said 6.0 acre tract southwest corner of the said 6.0 acre tract and in the northwest line of a called 109.60 acre tract conveyed to Moore Industrial Disposal by deed recorded in Deed Records, Dallas County, Texas;

THENCE, S 59° 33' 05" W, passing a called distance of 1017.28 feet the northwest corner of the said 109.60 acre tract and the northeast line of Langdon Drive (a variable width right of way), continuing with the northwest line of Langdon Drive, in all a distance of 7,953.67 feet to a set 5/8 inch iron rod for a corner at the intersection of the northwest line of Langdon Drive with the northeast line of the above said H&T Railroad right of way;

THENCE, N 26° 37' 14" W, departing the northwest line of Langdon Drive and wit the northeast line of the said H&T Railroad right of way, a distance of 400.59 feet to the Point of Beginning.

**Exhibit “B”
Site Plan**

SURVEY LOG

I-10 POINT OF BEGINNING
POINT OF COMMENCEMENT
IRON PIN FOUND
CONCRETE JOINTMENT FOUND
NWB OR FORMERLY CENTERLINE
UTILITY POLE
CULMADIN RINGS
TRANSFORMER
DRAIN INLET
EDGE OF PAVEMENT
WATER VEINS
WATER VAULT
REINFORCED CONCRETE PIPE
PILAST ELEVATION
PIVOT () () ()
CC, _____

_____ H.L.P.

_____ KILL _____
_____ r/l _____

_____ C6/81
JAMES W. LAWRENCE, NO. 9589

SITE

VICINITY MAP

North arrow pointing North (N).

City of Dallas Account # 65157803010010490
INST # 201600077212

City of Midtown, Inc. Account # 65157803010005000
INST # 4413 PG 440

INTERSTATE HIGHWAY 20
PUBLIC RIGHT-OF-WAY

LAURENCE ROAD
PUBLIC RIGHT-OF-WAY

PARENT PARCEL
DAVID TESSMAN A/K/A DAVID TESSMAN
SOUTH AND PAITH TESSMAN REA
LUTHELL A/K/A PAITH TESSMAN JET
ACCOUNT # 65157803010012100
INST # 202000178397

0 40GD' 80GD'

SG,..... 1"=4000' (11X17;
1" 2000'-11

(R)

Calbetary d

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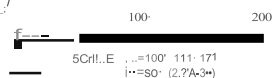
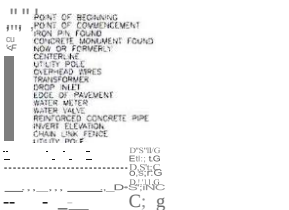
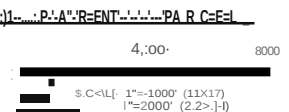
:rc Hii,e. ztt CRIS 1 (<[R T...X S':>ESS-011)

LOGGRAPHIC COORDINATES OF PROPOSED TOWER:
 ALTITUDE 32'40.7027 N (32.67207)
 ORIGIN 06'42.11.35" W - 96° 03.53"
 EARTH, 0-UTL: NAVD 1988 (COMPUTED USING GEOID18)
 HORIZONTAL DATUM: NAD83
 ROUND ELEVATION: 402.6'
 BEARINGS ARE BASED ON GRID NORTH (TX N CENTRAL ZONE)

FOR THE FEMA FLOODPLAIN MAPS, THE SITE IS LOCATED IN AREAS
DESIGNATED AS ZONE X (SHADED) & ZONE AE (BFE=40'1").
UMBRELLA PANEL NO. 48113C0512L DATED: 07/07/2014

THIS SPECIFIC PURPOSE, EXISTING CONDITIONS AND TOPOGRAPHY PLAN IS FOR THE ATC AREA AND EASEMENT ONLY AND WAS PREPARED FOR THE EXCLUSIVE USE OF AMERICAN TOWER CORPORATION AND EXCLUSIVELY FOR THE TRANSFERRAL OF THE ATC AREA AND THE RIGHTS OF EASEMENT SHOWN HEREON AND SHALL NOT BE USED AS AN EXHIBIT OR EVIDENCE IN THE FEE SIMPLE TRANSFERRAL OF THE WARENT PARCEL, NOR ANY PORTION OR PORTIONS THEREOF. BOUNDARY INFORMATION SHOWN HEREON HAS BEEN COMPILED FROM TAX MAPS, RECD DEED DESCRIPTIONS ONLY, NO BOUNDARY SURVEY OF THE WARENT PARCEL WAS PERFORMED.

THE 2' CONTOURS AND SPOT ELEVATIONS SHOWN ON THIS SURVEY
ARE ADJUSTED TO NAVD 88 DATUM AND HAVE A VERTICAL ACCURACY
OF $\pm 1'$. CONTOURS OUTSIDE THE IMMEDIATE SITE AREA ARE
APPROXIMATE.





THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OF SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE ORIGINAL SITE.

FOR REFERENCE: THESE DOCUMENTS SHALL REMAIN THE PROPERTY OF AMERICAN TOWER WHETHER OR NOT THE PROJECT IS EXECUTED. NEITHER THE ARCHITECT NOR THE ENGINEER WILL BE PROVIDING ON-SITE CONSTRUCTION REVIEW OF THIS PROJECT. CONTRACTORS MUST VERIFY ALL DIMENSIONS AND ADJUSTMENTS PRIOR TO ANY DISCREPANCIES. ADVISE US PRIOR TO ANY DISCREPANCIES.

REV.	DESCRIPTION	BY	DATE
1	PRELIM	JFL	06/13/24
2	ADD TURNAROUND	ML	07/17/24

ATC SITE NUMBER:
211934

ATC SITE NAME:
STRELO CTRD-C0186C-TX

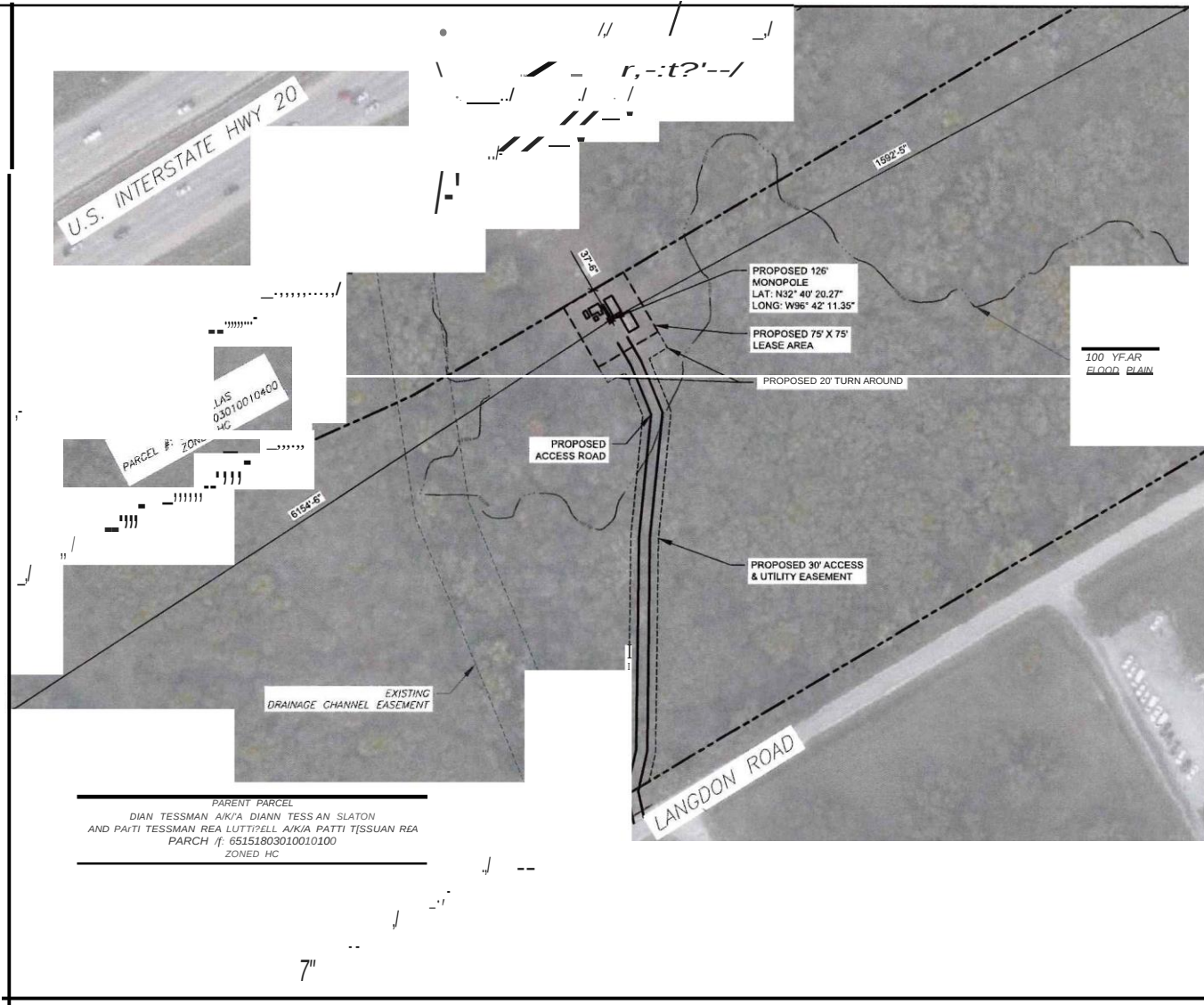
SITE ADDRESS:
TBD
HUTCHINS, TX 75141-0001

**PRELIMINARY:
NOT FOR
CONSTRUCTION**

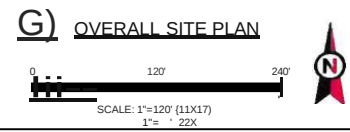
DATE DRAWN:	06/13/24
ATC JOB NO:	14869435_D6
OPS JOB NO:	14183588
ATC LEGACY#:	410245

OVERALL SITE PLAN

SHEET NUMBER:	REVISION:
C-101	B



- LEGEND
- EXISTING PROPERTY
 - EXISTING ADJ. PROPERTY
 - EXISTING EASEMENT
 - EXISTING CONTOUR (1, 4, 10R)
 - EXISTING CONTOUR (MINOR)
 - EXISTING TRUNK
 - EXISTING CHAINLINK FENCE
 - EXISTING BUILDING
 - EXISTING STORM DRAIN
 - EXISTING ROAD (DIRT)
 - EXISTING ROAD (STONE)
 - EXISTING ROAD (PAVED)
 - EXISTING CONCRETE
 - EXISTING LEASE AREA
 - EXISTING OVERHEAD WIRE
 - EXISTING UTILITY POLE



AMERICAN TOWER
ATC TOWER SERVICES, LLC
1 FENTON MAIN STREET
SUITE 100
CARY, NC 27511
PHONE: (919) 468-0112
COA: F.1274

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OF SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE USER'S WORK FOR WHICH THEY ARE PREPARED. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH IS RELATABLE TO AMERICAN TOWER OR : SS: '6 : Z: : L: : I: : E: TO AMERICAN TOWER WHETHER OR NOT THE PROJECT IS EXECUTED. NEITHER THE ARCHITECT NOR THE ENGINEER SHALL BE PROVIDING ON-SITE CONSTRUCTION REVIEW OF THIS PROJECT. CONTRACTORS MUST VERIFY ALL DIMENSIONS AND ADJUST AMERICAN TOWER OR MAY DISCHARGE ANY FROM ISSUE OF THIS DRAWING IS SUPERSEDED BY THE LATEST VERSION ON FILE WITH AMERICAN TOWER.

REV.	DESCRIPTION	BY	DATE
6	~P RE L~IM -- E N		06/13/24

ATC SITE NUMBER:
211934
ATC SITE NAME:
STRELO CTDR-C0186C-TX
SITE ADDRESS:
TBD
HUTCHINS, TX 75141-0001

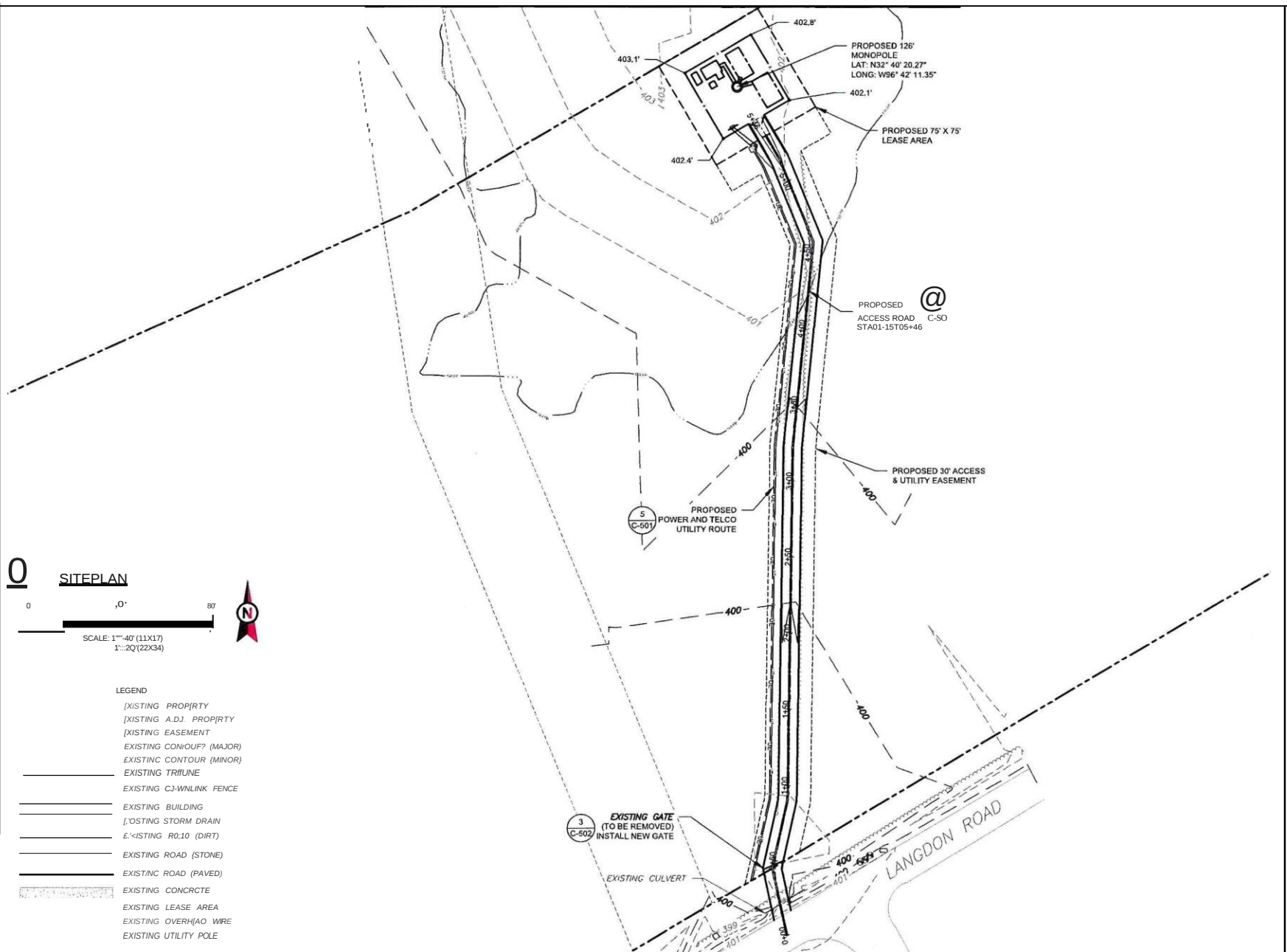
SEAL:

**PRELIMINARY:
NOT FOR
CONSTRUCTION**

DATE DRAWN: 06/13/24
ATC JOB NO: 14869435.0E
OPS JOB NO: 14163588
ATC LEGACY#: 410245

SITE PLAN

SHEET NUMBER: **C-201** REVISION: **A**





AMERICAN TOWER"
ATC TOWER SERVICES, LLC
 1 FENTON MAIN STREET
 SUITE 300
 CARY, NC 27511
 PHONE: (919) 468-0112
 COA: F-6274

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATIONS (HEREIN) OR SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION ARE RESTRICTED TO THE ORIGINAL SITE FOR WHICH THEY ARE PREPARED. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO AMERICAN TOWER DATA SPECIFIC TO THE PROJECT IS PROHIBITED. IT IS THE POLICY OF AMERICAN TOWER TO PROTECT THE CONFIDENTIALITY OF THESE DOCUMENTS. NO PART OF THESE DOCUMENTS SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF AMERICAN TOWER. ANY DISCREPANCIES, ANY PRIOR EDITIONS, OR ANY OTHER DOCUMENTS SHALL BE SUPERSEDED BY THIS LATEST EDITION.

REV	DESCRIPTION	BY	DATE
1	PRELIMINARY	...	06/13/24

6

ATC SITE NUMBER:
211934
 ATC SITE NAME:
STRELO CTDR-C0186C-TX
 SITE ADDRESS:
 TBD
 HUTCHINS, TX 75141-0001

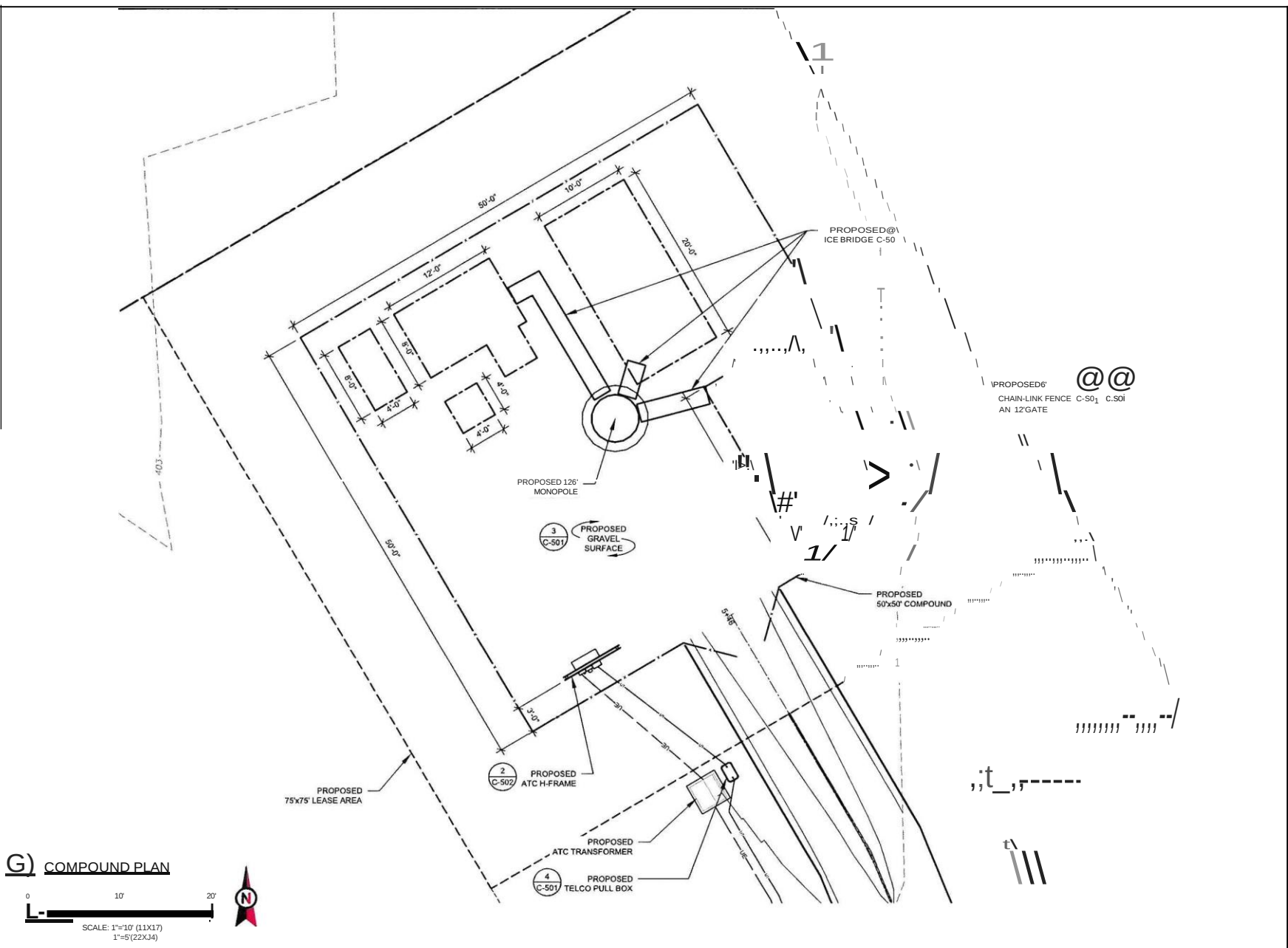
SEAL:

**PRELIMINARY:
 NOT FOR
 CONSTRUCTION**

DATE DRAWN: 06/13/24
 ATC JOB NO: 14869435_D6
 OPS JOB NO: 14183588
 ATC LEGACY#: 410245

COMPOUND PLAN

SHEET NUMBER: **C-401** REVISION: **A**



G) COMPOUND PLAN
 SCALE: 1"=10' (11X17)
 1"=5' (22X34)



PAID

JUL 29 2024

CITY OF HUTCHINS
CASH CC**Zoning Application**

- ☐ General Zoning Request
☐ Standard Zoning or Rezoning
☐ Planned Development
☐ Site Plan - New or Amended
☐ Planned Development Concept Plan - New or Amended

☒ SUP**PROPERTY INFORMATION****CITY OF HUTCHINS**
 321 N. Main
 Hutchins, Texas 75141
 (972) 225-6121


FILE NO: 24-07

Address/Location: 1005 IH 20		Existing Use: Commercial
Lot(s): U WUTHRICK ABST 1518 PG 030 TR 1.1	Block: 1.1	Current Zoning: LI
# of Acres: 83.3691	# of Lots:	# of Units:

APPLICANT INFORMATION

Name: American Tower Corporation		Company:	
Mailing Address: 10 Presidential Way			
City: Woburn	State: MA	Zip: 01801	
Phone: 205-443-3429	Fax:	Email: hcarrico@craftongroup.com	

OWNER INFORMATION

Name: Diann Slaton & Patti Luttrell		Company:	
Mailing Address: 9727 Stone River Cir			
City: Dallas	State: TX	Zip: 75231	
Phone:	Fax:	Email:	

Applications must be complete and have all supporting documents turned in no later than 2:00 pm on submittal day.

ZONING APPLICATION SUBMITTAL REQUIREMENTS

(See Fee Schedule For All Amounts)

☒ Concept Plan 24"x36", 4 copies (folded)☒ Site Plan / Concept Plan Checklist☒ Legal Description☒ Letter stating reason for request☒ CD of electronic version (pdf) of proposed plans

Fee: _____

APPLICANT AUTHORIZATION:

- ☐ I will represent the application myself; or
- ☒ I authorize Hope Carrico - Crafton Communications (name of applicant) to represent this application on my behalf. The named applicant shall be the principal person for responding to all requests and to attend all meetings.

Owner's Signature: _____ **Date:** _____

STATE OF TEXAS

COUNTY OF: _____

BEFORE ME, a Notary Public, on this day personally appeared _____
the above signed, who, under oath, stated the following: "I hereby certify that I am the owner or authorized corporate representative for the purposes of this application; that all information submitted herein is true and accurate."

Subscribed and sworn to before me this _____ day of _____, 20 _____.

Notary Public in and for the State of Texas

This application is not considered accepted by the City until the Building Official or his designee has signed below.

CITY OF HUTCHINS: Acknowledged By: _____ Date: _____

APPLICANT AUTHORIZATION:

- ☐ I will represent the application myself; or
- ☒ I authorize Hope Carrico - Crafton Communications (name of applicant) to represent this application on my behalf. The named applicant shall be the principal person for responding to all requests and to attend all meetings.

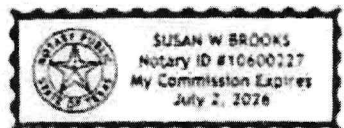
Owner's Signature: Diann T Slaton Date: 7-10-24

STATE OF TEXAS

COUNTY OF: DALLAS

BEFORE ME, a Notary Public, on this day personally appeared Diann T Slaton the above signed, who, under oath, stated the following: "I hereby certify that I am the owner or authorized corporate representative for the purposes of this application; that all information submitted herein is true and accurate."

Subscribed and sworn to before me this 10th day of July, 2024



Susan W Brooks
Notary Public in and for the State of Texas

This application is not considered accepted by the City until the Building Official or his designee has signed below.

CITY OF HUTCHINS: Acknowledged By [Signature] Date: 7/29/24

APPLICANT AUTHORIZATION:

- ☐ I will represent the application myself; or
- ☒ I authorize Hope Carrico - Crafton Communications (name of applicant) to represent this application on my behalf. The named applicant shall be the principal person for responding to all requests and to attend all meetings.

Owner's Signature: _____

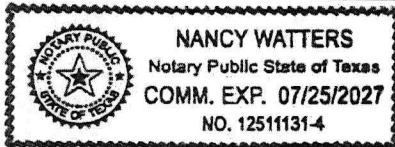
Date: _____

STATE OF TEXAS

COUNTY OF: Gregg

BEFORE ME, a Notary Public, on this day personally appeared Patti Luttrell
 the above signed, who, under oath, stated the following: "I hereby certify that I am the owner or authorized corporate representative for the purposes of this application; that all information submitted herein is true and accurate."

Subscribed and sworn to before me this 10th day of July, 20 24.



Nancy Watters
 Notary Public in and for the State of Texas

This application is not considered accepted by the City until the Building Official or his designee has signed below.

CITY OF HUTCHINS:

Acknowledged By: _____

Date: _____



City of Hutchins TX
321 N Main
Hutchins, TX 75141

July 26, 2024

Re: Site Number: 211934 CTDR-C0186

To whom it may concern,

American Tower Corporation is making application for a Special Use Permit for the construction of a wireless telecommunications facility in the City of Hutchins TX.

Narrative:

American Tower Corporation (ATC) currently operates a 126' tall tower and wireless telecommunications facility located at 1220 Langdon Road where the lease for the facility has expired. Therefore, in order to provide its tenants a platform to operate their wireless telecommunications networks and provide communications service and essential life safety network capacity, ATC must install a new tower near the tower to be dismantled. In this effort, ATC has secured an interest in a property located at 1005 IH 20 for a long term lease and construction of a 126' tall tower and wireless telecommunications facility. The new tower facility will be substantially similar to the existing facility and will be built to accommodate all the major wireless communications carriers. The tower will be a galvanized steel monopole designed to code and placed within a fenced and secured compound. Construction of the facility will begin within the next six to twelve months.

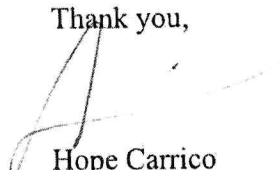
The proposed tower will be installed in the LI zoning district. As this district stipulates a maximum height of 60', we are submitting for the SUP to allow for the 126' cell tower. The additional height is required to maintain the level service the carriers are able to provide on the existing tower.

American Tower Corporation will utilize the existing gravel driveway on the north side of Langdon Road across from Buena Vida Wy, and will be requesting relief from the concrete driveway requirement.

The landowner has requested the tower be situated at the back of the property. We are requesting relief from the rear set back requirement as the property backs up to City of Dallas water and the interstate.

If you have any questions, please do not hesitate to call and / or email me. I can be reached at 205-443-3429 or via email to hcarrico@craftongroup.com.

Thank you,



Hope Carrico
Project Manager

LEGAL DESCRIPTION OF 81.76 ACRES, OWNED BY
DIANN TESSMAN SLATON AND PATTI TESSMAN
LUTTRELL, TO BE REZONED:

LEGAL DESCRIPTION – 81.76 ACRES

BEING a 4,691 ,572 square feet or a 107.704 acre tract of land situated in the U. Wuthrick Survey, Abstract No. 1518, City of Hutchins, Dallas County, Texas and being part of a tract of land conveyed to Diann Tessman Slaton by Gift Warranty Deed recorded on October 17, 1996, said tract described in deed to Montell O. Tessman recorded in Volume 941 19, Page 4890, Deed Records of Dallas County, Texas, and being more particularly described as follows:

BEGINNING at a set 5/8 inch iron rod for a corner at the intersection of the southeast line of Interstate Highway 20 (LBJ Freeway, a variable width right of way) with the northeast line of the H&T Railroad right of way (a 100 foot right of way);

THENCE, the following courses and distances with the southeast line of IH 20:



N 58 °47'159" E, a distance of 274.09 feet to a point;



N 51 °26'24" E, a distance of 1,210.20 feet to a found TXDOT right of way monument for a corner;



N 58 °47 '59" E, a distance of 1 ,098.28 feet to a found TXDOT right of way monument for a corner;

 N 50°58'14" E, a distance of 403.76 feet to a found TXDOT right of way monument for a corner;

 N 58°47'59" E, a distance of 2,600.00 feet to a found TXDOT right of way monument for a corner;

• N 66°07'34" E, a distance of 352.88 feet to a found TXDOT right of way monument for a corner;

 N 60°00'02" E, a distance of 1,056.59 feet to a point for a corner;

 N 67°49'37" E, a distance of 679.20 feet to a point for a corner, said point being the northwest corner of a called 6.0 acre tract of land conveyed to the City of Hutchins by deed recorded in Volume 4473, Page 440, Deed Records of Dallas County, Texas;

THENCE, S 57°52'26" E, departing the southeast line of Interstate Highway 20 and with the southwest line of the 6.0 acre tract, a distance of 604.27 feet to a set 5/8 inch iron rod for a corner at the southwest corner of the said 6.0 acre tract southwest corner of the said 6.0 acre tract and in the northwest line of a called 109.60 acre tract conveyed to Moore Industrial Disposal by deed recorded in Deed Records, Dallas County, Texas;

THENCE, S 59°33'05" W, passing a called distance of 1017.28 feet the northwest corner of the said 109.60 acre tract and the northeast line of Langdon Drive (a variable width right of way), continuing with the northwest line of Langdon Drive, in all a distance of 7,953.67 feet to a set 5/8 inch iron rod for a corner at the intersection of the northwest line of Langdon Drive with the northeast line of the above said H&T Railroad right of way;

THENCE, N 26°37'14" W, departing the northwest line of Langdon Drive and with northeast line of the said H&T Railroad right of way, a distance of 400.59 feet to the Point of Beginning.



AMERICAN TOWER
ATC TOWER SERVICES, INC.
3500 REGENCY PARKWAY
SUITE 100
DALLAS, TEXAS 75244
PHONE: (972) 488-0112
FAX: (972) 488-5415

THESE DRAWINGS AND/OR THE ACCOMPANYING INSTRUMENTS ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEY ARE TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE, REPRODUCTION, OR MODIFICATION OF THESE DRAWINGS WITHOUT THE WRITTEN CONSENT OF AMERICAN TOWER IS STRICTLY PROHIBITED. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR COMPLYING WITH ALL APPLICABLE REGULATIONS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION REGARDING THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION REGARDING THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON.

REV.	DESCRIPTION	BY	DATE
1	INITIAL RELEASE	AJT	05/07/2024

ATC SITE NUMBER:
211934

ATC SITE NAME:
**STRELO CTDR-
C0186C-TX**

ULURCH WUTHRICH SURVEY, ABSTRACT NO. 1518
SITE ADDRESS: 1005 INTERSTATE HIGHWAY 20
HUTCHINS, DALLAS COUNTY, TX 75141



TEXAS REGISTRATION NO. 10194197

SURVEY BY:
POINT TO POINT
LAND SURVEYORS
1875 GARDEN GROVE, SUITE 103
DALLAS, TEXAS 75244
(972) 488-0112
www.pointtosurvey.com

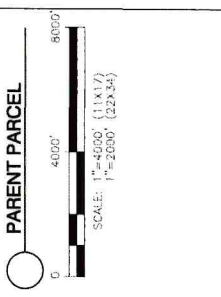
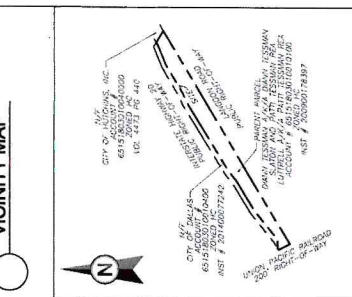
APPROVED BY:	AJT
DRAWN BY:	JUL
DATE DRAWN:	05/07/2024
ATC JOB NO:	211934



Know what's below.
Call before you dig.

***RAWLAND
ALTA SURVEY**

SHEET NUMBER:
V-101
SHEET 1 OF 3



SURVEYOR'S CERTIFICATE

I, AMERICAN TOWER CORPORATION AND TOWER TITLE OF TEXAS, THIS IS TO CERTIFY THAT THIS MAP OR PLAN AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE LAND SURVEYING ACT, CHAPTER 161, TEXAS CIVIL STATUTES, AND THE RULES AND REGULATIONS OF THE TEXAS BOARD OF SURVEYING AND MAPPING, AND THAT THE SURVEY WAS CONDUCTED BY A LICENSED SURVEYOR, AND THAT THE SURVEY WAS COMPLETED ON MAY 7, 2024, AT DALLAS, TEXAS.

[Signature]
JULIA L. JENSEN, SURVEYOR, NO. 6089

PROJECT SUMMARY

THIS SURVEY WAS COMPLETED ON MAY 7, 2024, AT DALLAS, TEXAS. THE SURVEY WAS CONDUCTED BY A LICENSED SURVEYOR, AND THAT THE SURVEY WAS COMPLETED ON MAY 7, 2024, AT DALLAS, TEXAS.

SURVEYOR'S NOTES

1. THE SURVEY WAS COMPLETED ON MAY 7, 2024, AT DALLAS, TEXAS. THE SURVEY WAS CONDUCTED BY A LICENSED SURVEYOR, AND THAT THE SURVEY WAS COMPLETED ON MAY 7, 2024, AT DALLAS, TEXAS.

LEGAL DESCRIPTION

THE AREA DESCRIBED HEREIN IS A PORTION OF THE LANDS OF THE STATE OF TEXAS, BEING A PORTION OF THE LANDS OF THE STATE OF TEXAS, BEING A PORTION OF THE LANDS OF THE STATE OF TEXAS.

ZONING INFORMATION

THE AREA DESCRIBED HEREIN IS ZONED AS A PORTION OF THE LANDS OF THE STATE OF TEXAS, BEING A PORTION OF THE LANDS OF THE STATE OF TEXAS.

GNSS NOTES

THE FOLLOWING GNSS STATIONS WERE USED IN THE SURVEY: THE FOLLOWING GNSS STATIONS WERE USED IN THE SURVEY: THE FOLLOWING GNSS STATIONS WERE USED IN THE SURVEY.

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REV.	DESCRIPTION	BY	DATE
☒	PRELIM	PN	06/13/24
☒	ADD TURNAROUND	ML	07/17/24
☐			
☐			
☐			

ATC SITE NUMBER:

211934

ATC SITE NAME:
STRELO CTRD-C0186C-
TX

SITE ADDRESS:

TBD
HUTCHINS, TX 75141-0001

SEAL:

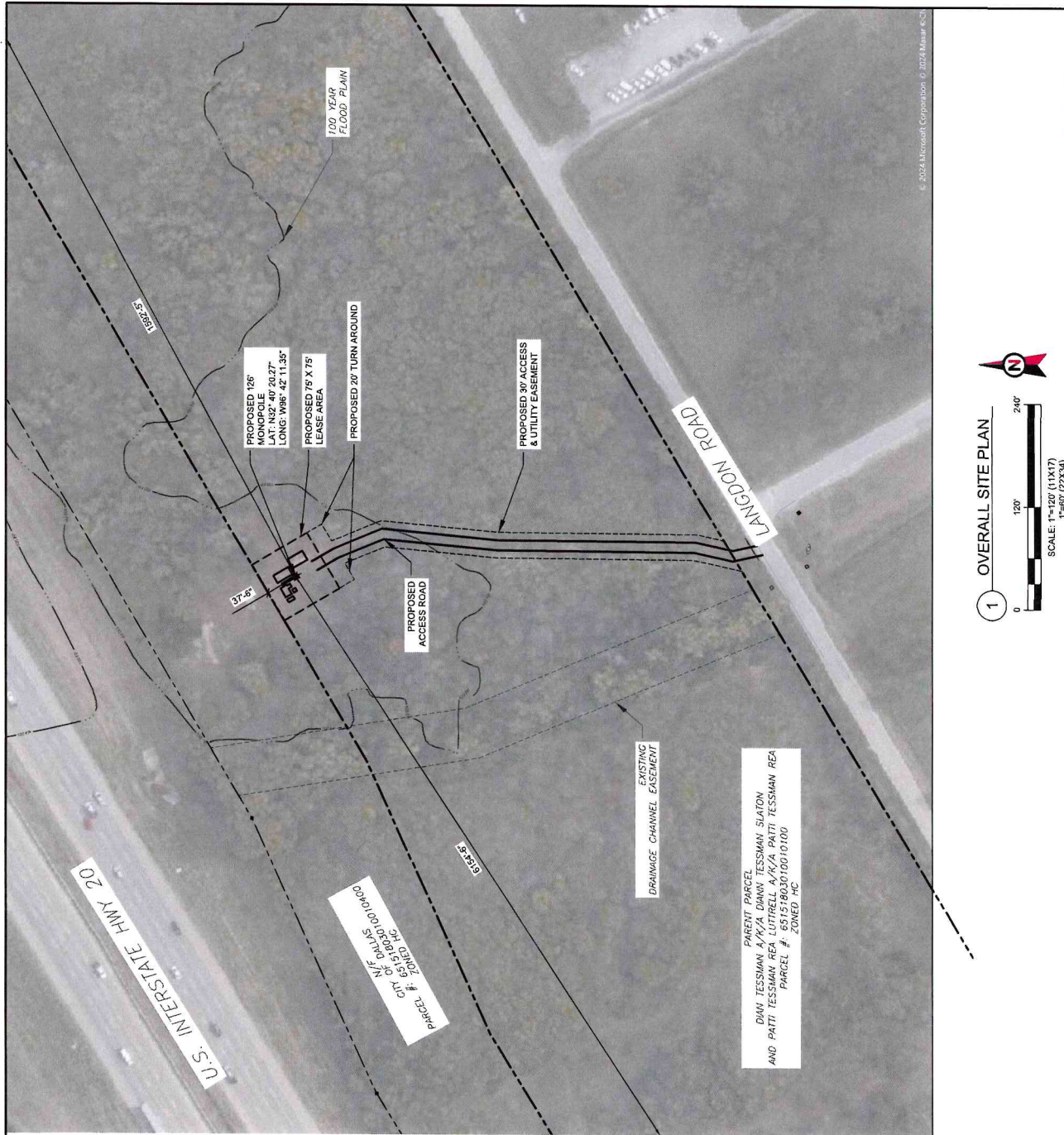
PRELIMINARY:
NOT FOR
CONSTRUCTION

DATE DRAWN:	06/13/24
ATC JOB NO:	14869435
OPS JOB NO:	14183588
ATC LEGACY #:	410245

OVERALL SITE F

SHEET NUMBER:
C-101

Section E, Item2.



1 OVERALL SITE PLAN

LEGEND
EXISTING PROPERTY
EXISTING ADJ. PROPERTY
EXISTING EASEMENT
EXISTING CONTOUR (MAJOR)
EXISTING CONTOUR (MINOR)
EXISTING TREELINE
EXISTING CHAINLINK FENCE
EXISTING BUILDING
EXISTING STORM DRAIN
EXISTING ROAD (DIRT)
EXISTING ROAD (STONE)
EXISTING ROAD (PAVED)
EXISTING CONCRETE
EXISTING LEASE AREA
EXISTING OVERHEAD WIRE
EXISTING UTILITY POLE

AMERICAN TOWER®
ATC TOWER SERVICES, LLC
1 FENTON MAIN STREET
SUITE 300
CARY, NC 27511
PHONE: (919) 468-0712
COA: F-6274

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OF SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE ORIGINAL SITE VISITATION AND THE PREPARATION OF THE PROJECT. NO OTHER THAN THAT WHICH RELATES TO AMERICAN TOWER OR THE SPECIFIED CARRIER IS STRICTLY PROHIBITED. TITLE TO THESE DOCUMENTS SHALL REMAIN THE PROPERTY OF AMERICAN TOWER. NO PART OF THESE DOCUMENTS SHALL BE REPRODUCED, COPIED, OR EXCERPTED, NEITHER THE ARCHITECT NOR THE ENGINEER WILL BE PROVIDING ON-SITE CONSTRUCTION REVIEW OF THIS PROJECT. CONTRACTORS MUST VERIFY ALL DIMENSIONS AND MATERIALS. THE USER OF THESE DRAWINGS FOR ANY OTHER INSTANCE OF THIS DRAWING IS SUPERSEDED BY THE LATEST VERSION ON FILE WITH AMERICAN TOWER.

REV.	DESCRIPTION	BY	DATE
A	PRELIM	PN	06/13/24

ATC SITE NUMBER:

211934

ATC SITE NAME:
STRELO CTDR-C0186C-
TX

SITE ADDRESS:

TBD
HUTCHINS, TX 75141-0001

SEAL:

PRELIMINARY:
NOT FOR
CONSTRUCTION

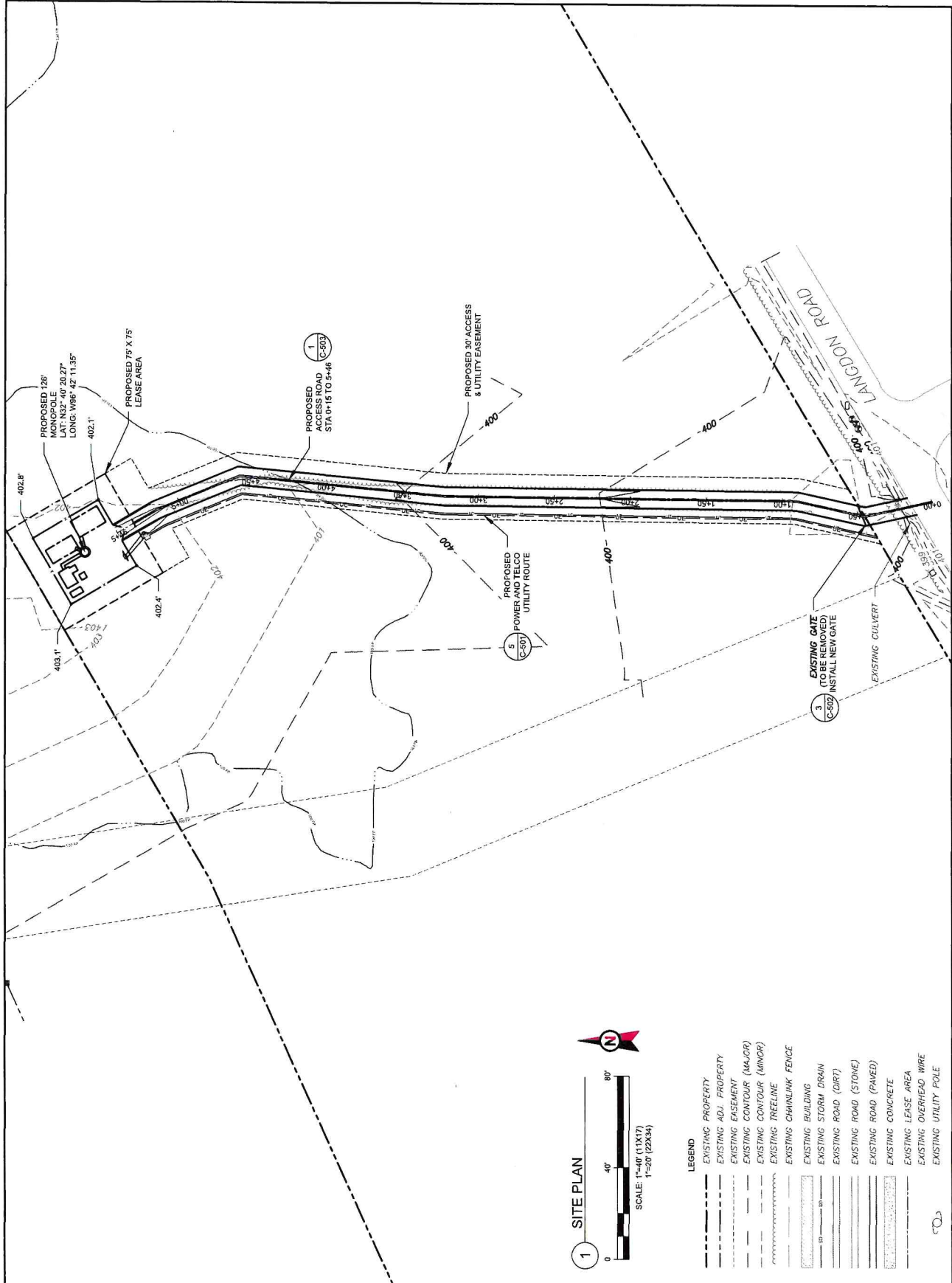
DATE DRAWN:	06/13/24
ATC JOB NO:	14869435_D6
OPS JOB NO:	14183588
ATC LEGACY #:	410245

SITE PLAN

SHEET NUMBER:

C-201

Section E, Item2.





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REV.	DESCRIPTION	BY	DATE
1	PRELIM	PN	05/13/24

ATC SITE NUMBER:
211934
ATC SITE NAME:
STRELO CTDR-C0186C-
TX

SITE ADDRESS:
TBD
HUTCHINS, TX 75141-0

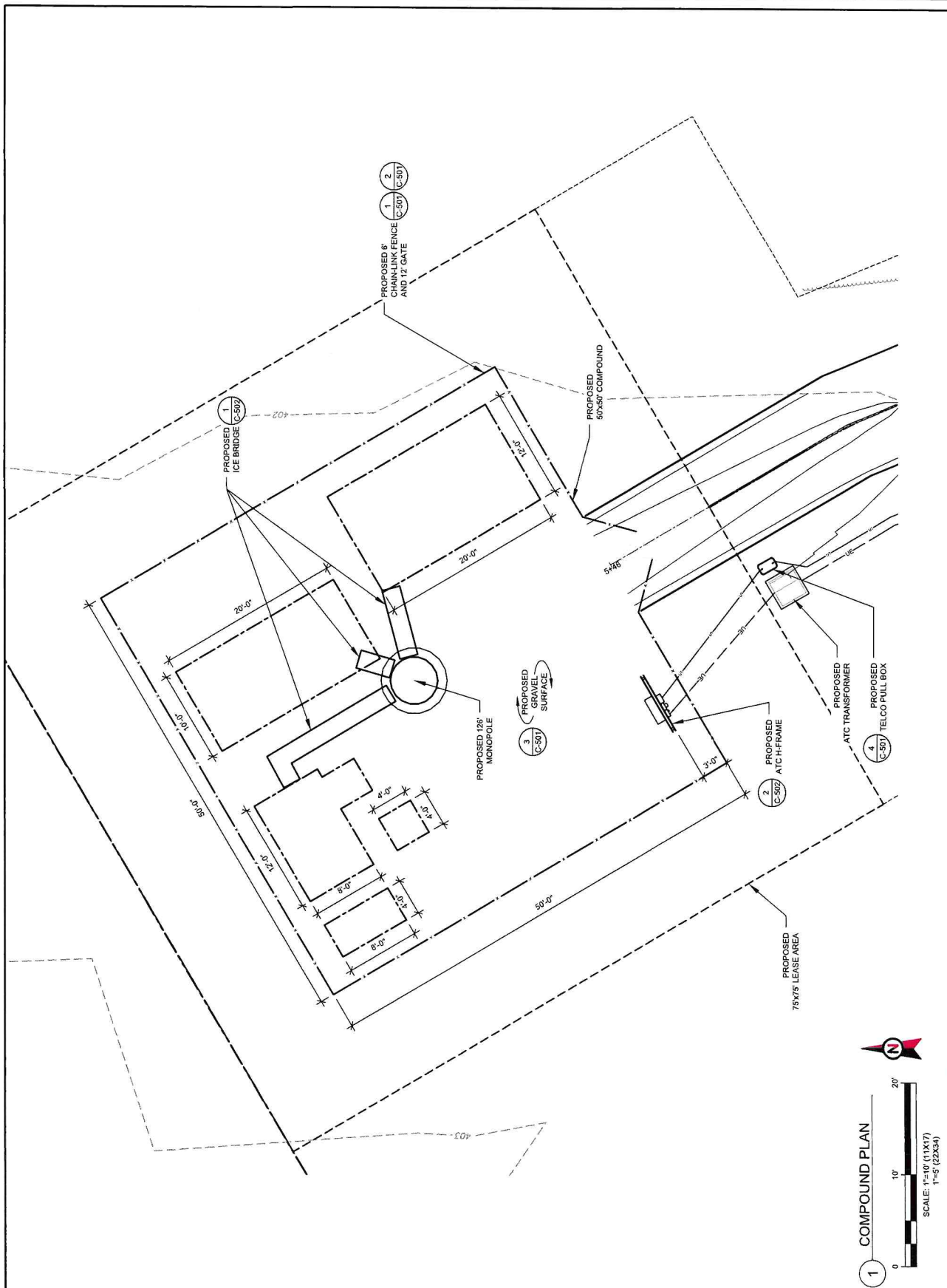
SEAL:

PRELIMINARY:
NOT FOR
CONSTRUCTION

DATE DRAWN:	06/13/24
ATC JOB NO:	14869435_D6
OPS JOB NO:	14183588
ATC LEGACY #:	410245

Section 1
SHEET NUMBER:
C-401

Section E, Item2.





STAFF REPORT

MEETING DATE:	September 16, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Tim Rawlings
AGENDA CAPTION:	Conduct a public hearing regarding an amended site plan to allow the construction of an awning in front of the existing building located at property described as, Being part of the THOMAS FREEMAN SURVEY, ABSTRACT NO. 453, and being a part of a 5.9 acre tract conveyed by C. W. Graupner to N. W. Harris and wife, Billie I. Harris, by Deed dated May 7, 1946, filed for record May 14, 1946, in the Deed Records of Dallas County, Texas, and being more particularly described as 210 S. I-45: by: Tim Rawlings

Background Information

Antonio Vidal of A&H Collision Repair has requested to amend the Site Plan for his business located at 210 S. I-45 in Hutchins, Texas. This request comes from his desire and need to construct a 32 Ft. X 38 Ft. awning in front of the existing building in the required front yard. The current zoning does not permit structures in the required front yard however Commissioners and Council may grant exceptions through the Site Plan process (granting exceptions through this process does run the risk of setting precedent and consideration would have to be given should there be other requests.)

At their August 15, 2024, meeting Planning and Zoning Commission conducted a Public Hearing, Anthony Vidal of A&H Collision Repair represented the property and stated the need for the awning to protect customers and staff from the elements while doing estimates on vehicles. One member of the public spoke but did not state support or opposition. Commissioners deliberated and voted 4-0 to forward a recommendation of approval to City Council.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends Council discuss and consider the request.

Supporting Documentation and Attachments

A&H COLLISION REPAIR
210 S I-45
HUTCHINS TX 75141
214 821 3636
A.H.COLLISIONREPAIR@GMAIL.COM

A&H COLLISION REPAIR is requesting a building permit to be able to build a 32Ft by 38Ft awning at the front of the existing building, this will serve as a covered parking (drive through) for customers trying to get an estimate for repairs on their vehicles. This will not only be a convenience to our clients but also a necessity on these hot summer days, it will also be able to provide shelter in rainy days.

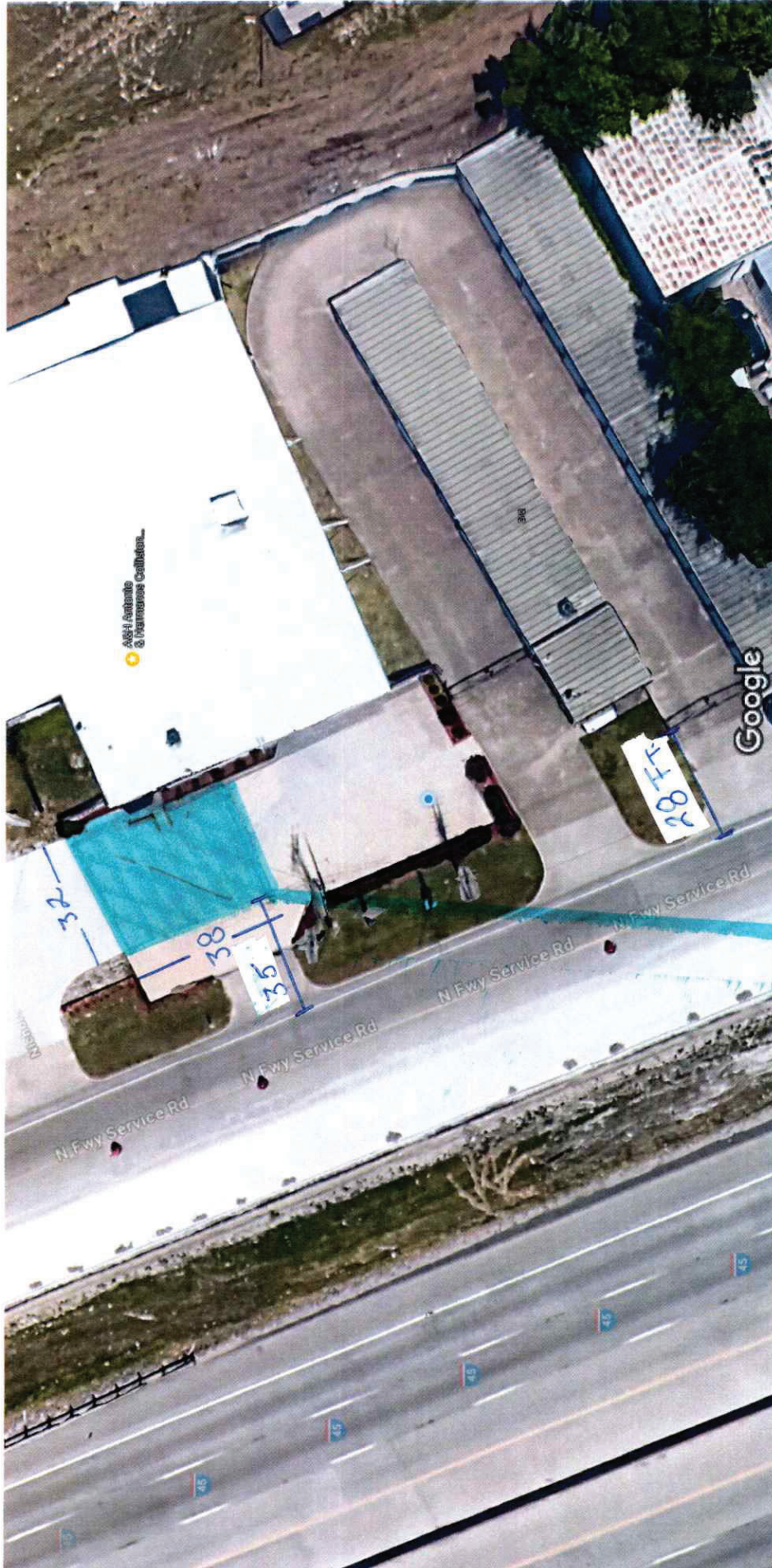
In this packet I've included pictures of what the structure will look like, location, dimensions and materials that will be used. I've also marked setbacks for the proposed project (35ft from the road)

If any additional information is needed, I can be reached at 214 622 7307

ANTONIO VIDAL / OWNER



A & H Collision Repair
210 S I-45 Hutchins Tx 75141
214 821 3636
a.h.collisionrepair@gmail.com

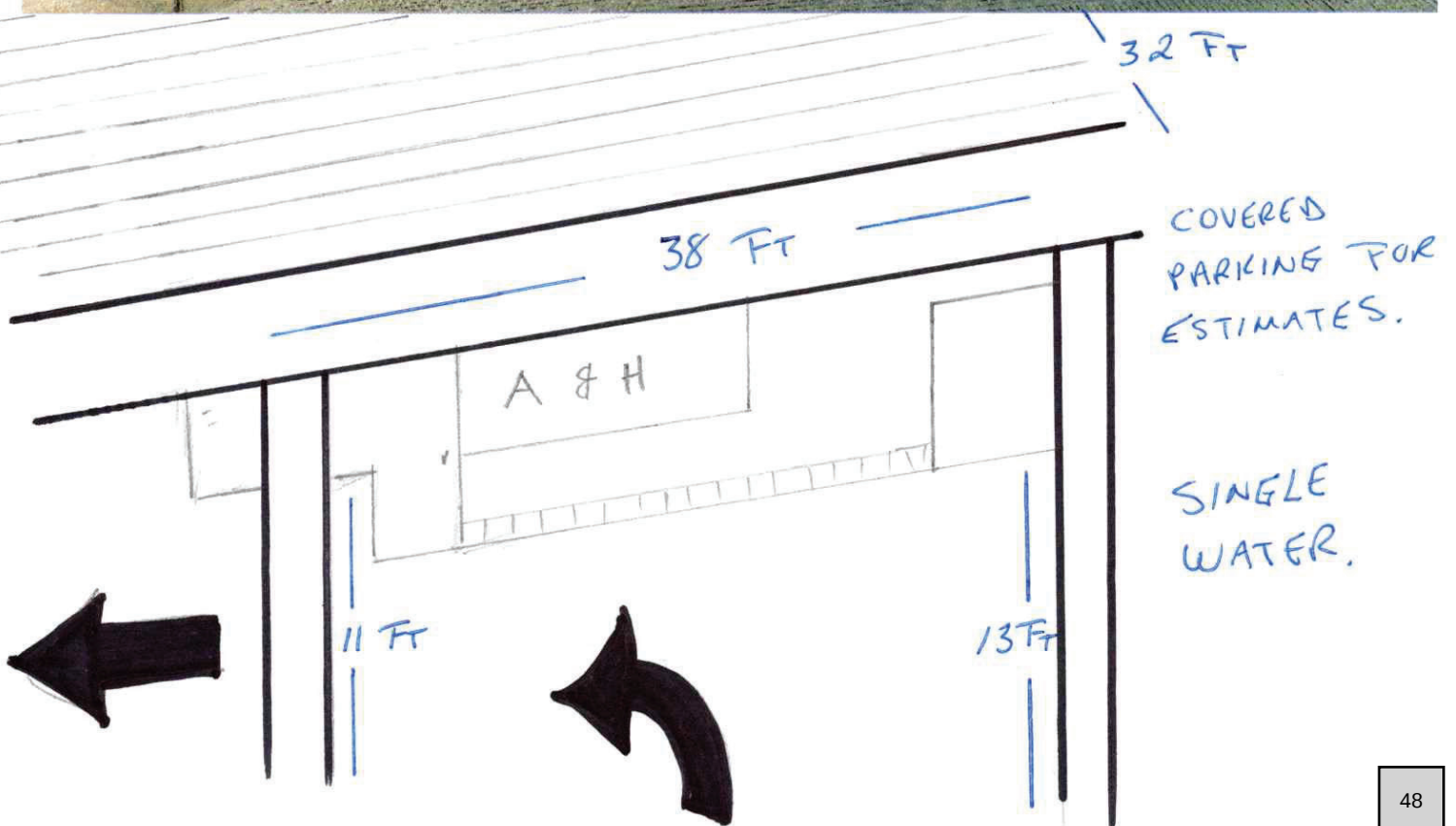
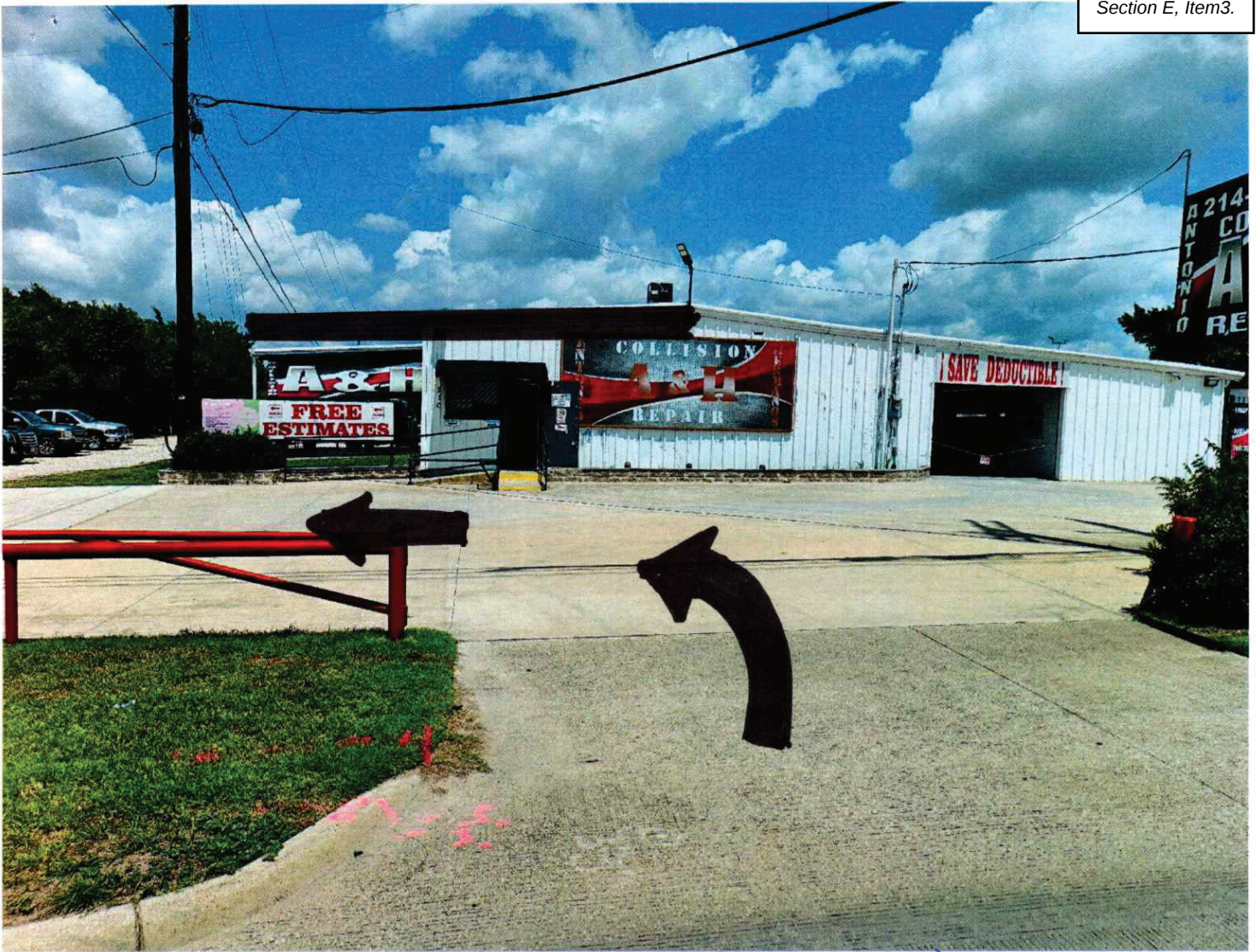


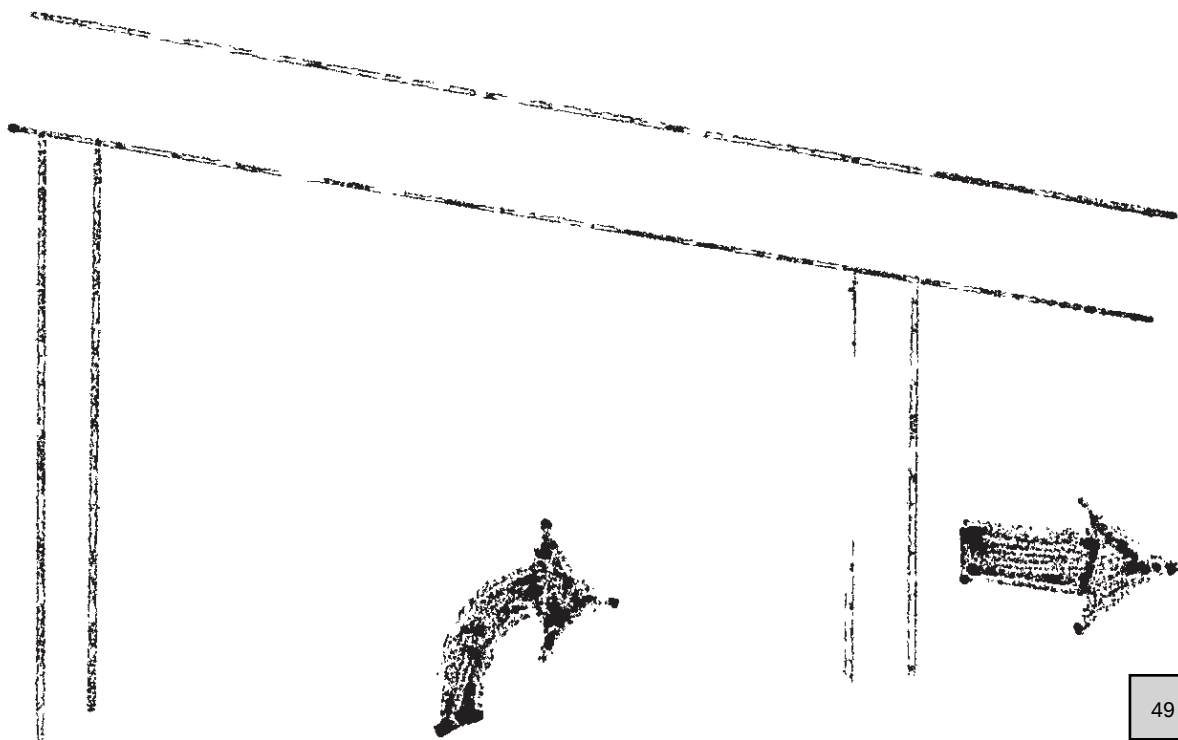
Imagery ©2024 Google, Map data ©2024, Map data ©2024 20 ft

AWNING DIMENSIONS.
W. 32 FT. X L. 38 FT. HIGH POINT 13 FT. LOW POINT 11 FT.
SET BACK
35 FT. FROM ROAD.
PROPERTY NEXT DOOR 28 FT FROM ROAD.

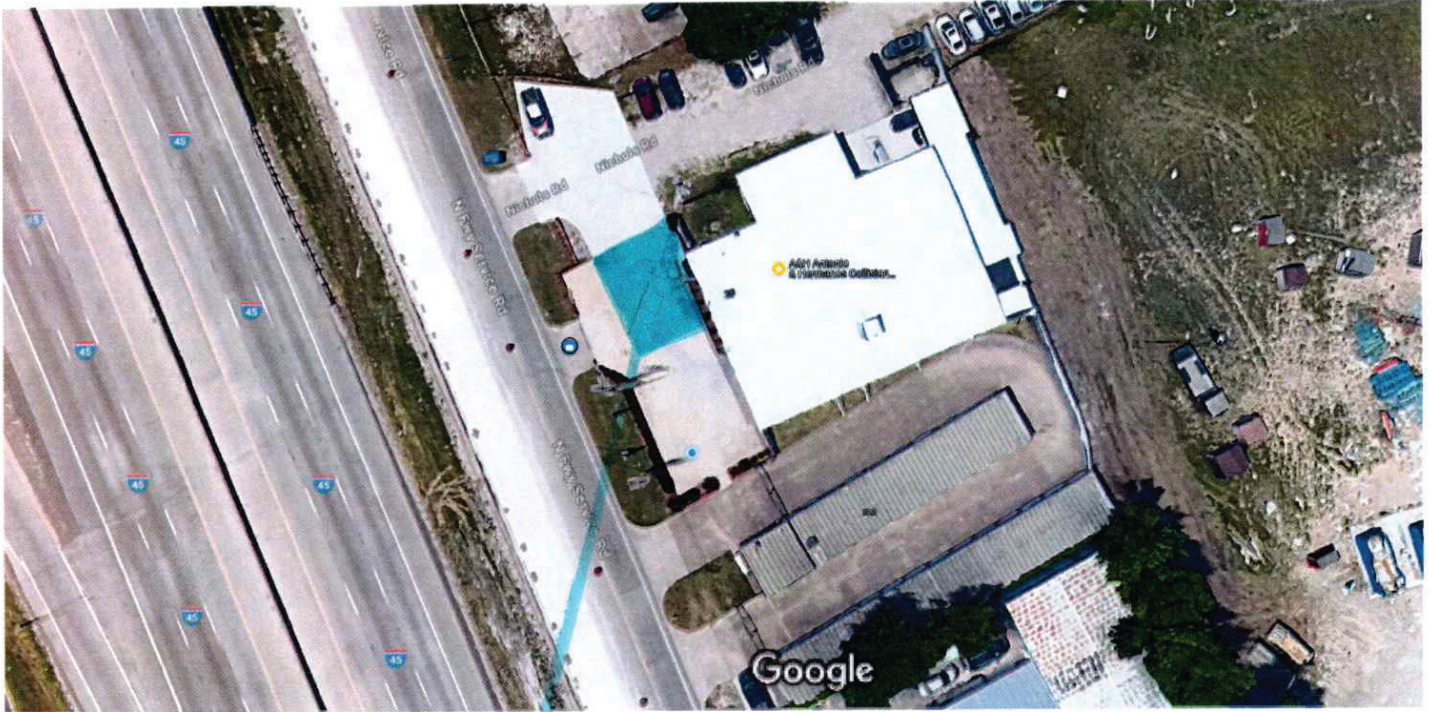
Section E, Item3.

1/1





Google Maps



Imagery ©2024 Google, Imagery ©2024 Airbus, Map data ©2024 20 ft

METAL AWNING MATERIALS.

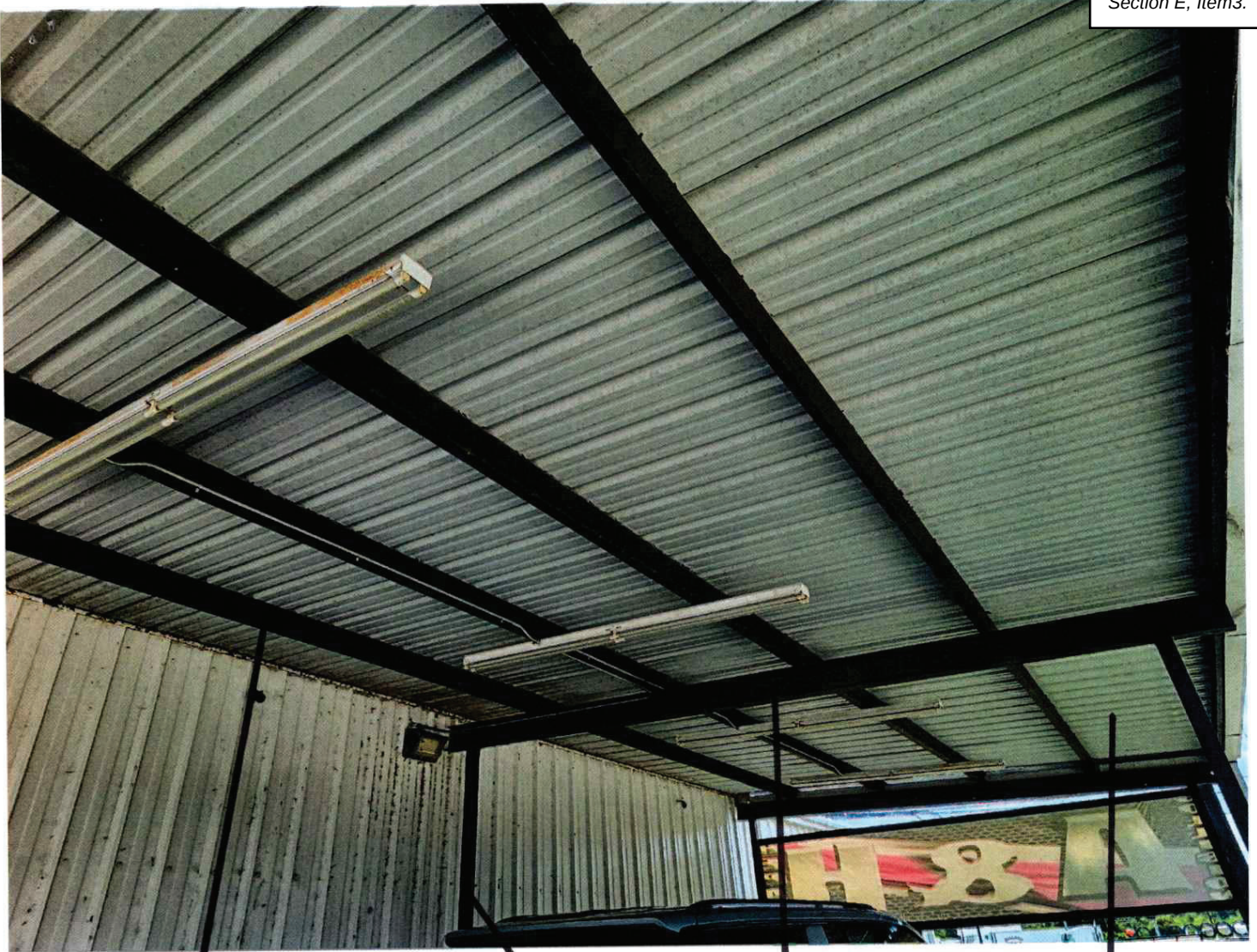
4X4 POSTS

2X6 PURLINS

4X8 BEAMS

PBR METAL PANELS.

4 LIGHTS.



4x4 Post

4x8 Beams

PBR Panels.

2x6 Purlins

CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: September 16, 2024

SUBMITTED BY: Guy Brown, EDC Director

AGENDA CAPTION: Conduct Public Hearing to Consider FY2024-2025 Hutchins Economic Development Capital Improvement Program.

A. Open Public Hearing and Receive Comment.

B. Discuss and consider Resolution R2024-09-1211 OF THE HUTCHINS CITY COUNCIL APPROVING A HUTCHINS ECONOMIC DEVELOPMENT CORPORATION ECONOMIC DEVELOPMENT CAPITAL IMPROVEMENTS PROGRAM.

Presented by Guy Brown, HEDC Executive Director

Background Information

The City of Hutchins approved Bylaws for the HEDC by Resolution 960916 on September 16, 1996. The Bylaws state that the HEDC shall submit to the City Council for its approval an EDCIP or Economic Development Corporation Capital improvement Plan which shall identify the projects to be undertaken by the Corporation. The following is a report intended to satisfy that requirement set out by the City.

Budget Implications

The HEDC is proposing that the HEDC contribute \$3,660,000 to two Capital Projects.

Operational Impact

The funds are budgeted and the HEDC will release the funds as projects are by the City of Hutchins.

Legal Review - NA

Staff Recommendation

The HEDC Board of Directors approved recommending this EDCIP to the City Council on August 8, 2024.

Supporting Documentation and Attachments

1. CIP For Council 24 – 25
2. Resolution Approving the EDCIP
3. Power Point Presentation

CITY OF HUTCHINS TEXAS
RESOLUTION NO. R2024-09-1211

A RESOLUTION OF THE HUTCHINS CITY COUNCIL APPROVING AN
ECONOMIC DEVELOPMENT CAPITAL IMPROVEMENTS PROGRAM.

WHEREAS, The City of Hutchins approved Bylaws for the HEDC by Resolution 960916 on September 16, 1996 and;

WHEREAS, The Bylaws state that the Hutchins Economic Development Corporation shall submit to the Hutchins City Council for its approval an Economic Development Corporation Capital Improvement Program which shall identify the projects to be undertaken the Corporation and;

WHEREAS, the Hutchins Economic Development Corporation Board of Directors have prepared and submitted a Hutchins Economic Development Corporation Economic Development Capital Improvements Program (Exhibit A) for the fiscal year beginning October 1, 2024 and ending September 30, 2025:

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

That the Hutchins City Council hereby approves the 2024–2025 Economic Development Capital Improvements Program.

DULY PASSED AND APPROVED by the Hutchins City Council on this the 16th day of September 2024.

Mario Vasquez, Mayor
City of Hutchins

ATTEST:

Cynthia Olguin, City Secretary
City of Hutchins

**Hutchins Economic Development Corporation (HEDC)
Capital Improvements Plan for 2024 - 2025
Prepared by the
HEDC Board of Directors
September 16, 2024**

Section 1:**HISTORY AND OBJECTIVE OF THE ECONOMIC DEVELOPMENT CAPITAL IMPROVEMENT PLAN**

The City of Hutchins approved Bylaws for the HEDC by Resolution 960916 on September 16, 1996. The Bylaws state that the HEDC shall submit to the City Council for its approval an EDCIP or Economic Development Corporation Capital improvement Plan which shall identify the projects to be undertaken the Corporation and include the proposed methods and the expected costs of implementation and the cost of operation and maintenance of the projects. The following is a report intended to satisfy that requirement set out by the City.

SECTION 2:**PROJECT UNDERTAKEN BY THE HEDC IN THE PAST FOUR YEARS.**

Since 2015, the HEDC has undertaken the following projects:

CARPENTER ROAD	\$ 33,650
FAMILY DOLLAR WATER PROJECT	\$ 42,249
WINTERGREEN MEDIAN PROJECT	\$ 38,000
CLEVELAND ROAD RECONSTRUCT	\$ 300,000
WINTERGREEN RETAIL PROJECT	\$ 100,000
WINTERGREEN ROAD RTC PROJECT	\$1,000,000
PUBLIC SAFETY CENTER/RECREATION CENTER	\$1,120,942
TXDOT DOWDY FERRY SIGNAGE	\$ 300,000
CAMPBELL PARK IMPROVEMENTS	\$ 250,000
<u>WINTERGREEN ROAD RECONSTRUCTION</u>	<u>\$ 810,000*</u>
TOTAL	\$ 3,994,841

*annual cost of approximately \$140,000

Fiscal Year 2024-2025 Financial Condition of the HEDC

The Hutchins Economic Development Corporation (HEDC) anticipates conventional sales tax proceeds of \$1,500,000 and interest income of \$100,000 for the next fiscal year. The HEDC forecasts the HEDC will have approximately \$4,532,500 in its accounts on October 1, 2024. Therefore, the Hutchins Economic Development Corporation anticipates \$ 6,132,500, in available funds for fiscal year 2024-2025.

Contained in this packet is a line-item budget of general and capital expenditures for the Hutchins Economic Development Corporation. In the next fiscal year, the proposed budget will assign \$4,254,159. If all budgeted monies are expended, the Hutchins Economic Development Corporation will hold \$1,878,342 in available funds at the end of the 2024-2025 fiscal year.

PROJECTS PROPOSED BY THE HEDC IN 2024- 2025 AND BEYOND.

The HEDC is proposing that the HEDC contribute \$3,660,000 million to two Capital Projects:

1. **Lancaster Hutchins Roadway Project** will be a reconstruction of Lancaster/Hutchins Roadway. The HEDC is setting aside \$660,000 to assist with this project.
2. **Hutchins Recreation Center (FY 2025)** The City of Hutchins may send a bond proposal to the Hutchins Citizens in November 2024 for a Recreation Center. The HEDC Board of Directors have pledged \$3,000,000 for that purpose. The funds would come out of the 2024-2025 HEDC Budget.

If all the projects are undertaken, the HEDC will have spent 7,951,841 on projects within the city of Hutchins. HEDC will bring forth a 2024 – 2025 Budget for approval to the Council in September.

HUTCHINS EDC

Capital Improvements Plan

PUBLIC HEARING

September 16, 2024

Public Hearing and Resolution

EDC Budget Highlights

- \$4,532,500 Million in Reserves October 1, 2024
- \$1,500,000 Sales Tax Revenue in 2024 - 2025
- \$4,254,159 Proposed Spending for 2024 - 2025
- \$3,762,500 Million for Special Projects and ongoing American Standard Roadway Project, Lancaster Hutchins Roadway, Recreation Center/Library and Façade Grant Program.
- If all funds in the budget are expended, the Ending Balance for September 30, 2025, should be \$ 1,878,342

Overview of HEDC Projects

\$3.99 Million since 2016

• CARPENTER ROAD	\$ 33,650
• FAMILY DOLLAR WATER PROJECT	\$ 42,249
• WINTERGREEN MEDIAN PROJECT	\$ 38,000
• CLEVELAND ROAD RECONSTRUCT	\$ 300,000
• WINTERGREEN RETAIL PROJECT	\$ 100,000
• WINTERGREEN ROAD RTC PROJECT	\$1,000,000
• PUBLIC SAFETY CENTER/RECREATION CENTER	\$1,120,942
• TXDoT DOWDY FERRY SIGNAGE	\$ 300,000
• CAMPBELL PARK IMPROVEMENTS	\$ 250,000
• <u>WINTERGREEN ROAD RECONSTRUCTION</u>	<u>\$ 810,000*</u>
• TOTAL	\$ 3,994,841

* annual cost \$138,000

SUMMARY

The HEDC is proposing that the HEDC contribute \$3,660,000 million to two Capital Projects:

- 1. Lancaster Hutchins Roadway Project** will be a reconstruction of Lancaster/Hutchins Roadway. The HEDC is setting aside \$660,000 to assist with this project.
- 1. Hutchins Recreation Center (FY 2025)** The City of Hutchins may send a bond proposal to the Hutchins Citizens in November 2024 for a Recreation Center. The HEDC Board of Directors have pledged \$3,000,000 for that purpose. The funds would come out of the 2024-2025 HEDC Budget.

Projects Summary 2024

CAPITAL IMPROVEMENT PROJECTS COSTS

LANCASTER HUTCHINS	660,000
PLEDGE FOR RECREATION CENTER	3,000,000

CAPITAL IMPROVEMENT PROJECT COSTS **\$ 3,660,000**

\$7,952,441 over a ten-year period in HEDC funding City Capital Improvement Projects



CITY COUNCIL AGENDA

MEETING DATE: September 16, 2024

SUBMITTED BY: Guy Brown, EDC Director

AGENDA CAPTION: Conduct Public Hearing to consider FY2024-2025 Hutchins Economic Development Corporation Proposed Budget.

A. Open Public Hearing and Receive Comments

B. Discuss and consider Ordinance 2024-09-1196 OF THE CITY OF HUTCHINS, TEXAS MAKING APPROPRIATIONS FOR THE BETTERMENT OF THE CITY OF HUTCHINS, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; APPROPRIATING MONEY TO AN ECONOMIC DEVELOPMENT FUND FOR IMPROVEMENTS AND ENRICHMENTS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF HUTCHINS ECONOMIC DEVELOPMENT CORPORATION FOR THE 2024-2025 FISCAL YEAR.

Presented by Guy Brown, HEDC Executive Director

Background Information

The Hutchins Economic Development Corporation (HEDC) anticipates conventional sales tax proceeds of \$1,500,000 and interest income of \$100,000 for the next fiscal year. The HEDC forecasts the HEDC will have approximately \$4,532,500 in its accounts on October 1, 2024. Therefore, the Hutchins Economic Development Corporation anticipates \$6,132,500, in available funds for fiscal year 2024-2025.

Contained in this packet is a line-item budget of general and capital expenditures for the Hutchins Economic Development Corporation. In the next fiscal year, the proposed budget will assign \$4,254,159. If all budgeted monies are expended, the Hutchins Economic Development Corporation will hold \$1,878,342 in available funds at the end of the 2024-2025 fiscal year.

Budget Implications

Funds expended from the HEDC 2024 - 2025 Budget will come entirely from half-cent

sales taxes dedicated to Economic Development and will not directly impact the City of Hutchins General Fund.

Operational Impact

The Budget will impact every aspect of the HEDC efforts to develop the Community in a manner consistent with the City of Hutchins' Policies and Comprehensive Plan.

Legal Review

This item has not been reviewed by the City Attorney.

Staff Recommendation

The HEDC Board of Directors recommends that the Council hold a Public Hearing and Approve the attached Ordinance

CITY OF HUTCHINS
ORDINANCE NO. 2024-09-1196

THE FISCAL YEAR 2024-2025 HUTCHINS ECONOMIC DEVELOPMENT CORPORATION
BUDGET

AN ORDINANCE MAKING APPROPRIATIONS FOR THE BETTERMENT OF THE CITY OF HUTCHINS, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; APPROPRIATING MONEY TO AN ECONOMIC DEVELOPMENT FUND FOR IMPROVEMENTS AND ENRICHMENTS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF HUTCHINS ECONOMIC DEVELOPMENT CORPORATION FOR THE 2024-2025 FISCAL YEAR.

WHEREAS, the budgeted amounts as provided in Section 4, for the fiscal year beginning October 1, 2024 and ending September 30, 2025 was duly presented to the Mayor and City Council by the City Administrator and a public hearing was ordered by the City Council and a public notice of said hearing was caused to be given by the City Council and said notice was published in City’s Newspaper of Record and said public hearing was held according to said notice; now, therefore.

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

SECTION 1. That the appropriations for the fiscal year beginning October 1, 2024, and ending September 30, 2025, for the support of the general government of the City of Hutchins, Texas, be fixed and determined for said terms in accordance with the expenditures shown in the city’s fiscal year 2024-2025 budget, a duplicate copy may be obtained or requested from the office of the city secretary;

SECTION 2. That the budget, as shown in words and figures, is hereby approved in all respects and adopted as the City’s budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

SECTION 3. That there is hereby appropriated the amount shown in said budget necessary to provide for improvements and enrichments as deemed necessary and appropriate for the expansion and encouragement of growth to better provide additional incentives for the overall attractiveness of the City of Hutchins.

SECTION 4. That the proposed available funds portion of the Hutchins Economic Development Corporation for FY2024-2025 is in the amount of six million, one hundred and thirty-two thousand, five hundred dollars and no cents (\$6,132,500). That the expenditure portion of the Hutchins Economic Development Corporation for FY2024-2025 is in the amount of four million, two hundred fifty-four thousand, one hundred fifty-nine dollars and no cents (\$4,254,159).

PASSED AND APPROVED this the 16th day of September 2024.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary



FY 2024-2025 Proposed Budget

City of Hutchins

Economic Development Corporation

EXHIBIT A

Description	Actual 2023	Adopted 2024	Estimate 2024	PROPOSED 2025
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SALES TAXES	\$ 1,481,673	\$ 975,000	\$ 1,350,000	\$ 1,500,000
INTEREST INCOME	\$ 139,388	\$ 20,000	\$ 100,000	\$ 100,000

Total Revenues	1,621,061	995,000	1,450,000	1,600,000
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PERSONNEL	\$ 152,515	\$ 163,896	\$ 162,064	\$ 169,518
OFFICE SUPPLIES	\$ 1,454	\$ 1,500	\$ 1,500	\$ 1,500
POSTAGE	\$ 592	\$ 200	\$ 200	\$ 200
COPY, PRINTING, BIND		\$ 200	\$ 200	\$ 200
ELECTRICITY	\$ 1,330	\$ 1,500	\$ 1,500	\$ 1,500
TELEPHONE	\$ 9,080	\$ 4,000	\$ 9,500	\$ 9,500
EDUCATIONAL DONATION		\$ 12,000	\$ 12,000	\$ 12,000
OTHER PROFESSIONAL S	\$ 19,738	\$ 30,000	\$ 30,000	\$ 36,000
LEGAL FEES	\$ 2,950			\$ 6,000
MEMBERSHIPS/SUBSCRIP	\$ 2,378	\$ 13,500	\$ 13,500	\$ 13,500
TRAVEL & TRAINING	\$ 5,649	\$ 7,000	\$ 7,000	\$ 8,000
AUDIT FEES	\$ 5,150	\$ 4,500	\$ 4,500	\$ 5,150
ADVERTISING	\$ 4,828	\$ 15,000	\$ 15,000	\$ 15,000
ENTERTAINMENT/PROMOTION	\$ 14,534	\$ 35,000	\$ 35,000	\$ 35,000
MISCELLANEOUS EXPENSE	\$ 107,681	\$ 1,000	\$ 1,000	\$ 1,000
FUEL	\$ 1,373	\$ 2,000	\$ 2,000	\$ 2,000
COMMUNITY EVENTS		\$ 1,500	\$ 1,500	\$ 1,500
BUSINESS RETENTION E	\$ 2,591	\$ 3,000	\$ 3,000	\$ 3,000
BUILDING MAINTENANCE	\$ 1,895	\$ 2,500	\$ 2,500	\$ 2,500
REPAIRS & MAINTENSNC	\$ 621	\$ 1,500	\$ 1,500	\$ 1,500
COMPUTER EQUIPMENT M	\$ 124	\$ 760	\$ 760	\$ 760
LEASE AGMTS/COMPUTER	\$ 264	\$ 240	\$ 240	\$ 240
CAPITAL EXPENDITURES				
AUTOMOBILES	\$ 43,415			

RECREATION CENTER			\$ 3,000,000
LOCAL BUSINESS IMPROVEMENT PROGRAM			\$ 40,000
SMALL BUSINESS DEVELOPMENT PROGRAM			\$ 40,000
SP 101 SOUTH I45 SUITE 1	\$ 10,000		\$ 22,500
LANCASTER HUTCHINS			\$ 660,000

CITY OF HUTCHINS ADMIN COST	\$	20,169	\$	21,041	\$	21,041	\$	21,041
TRANSFER OUT-STREET	\$	300,000						
TRANSFER OUT-GENERAL	\$	50,000						
PRINICIPAL PMTS-2010	\$	120,000	\$	125,000	\$	125,000	\$	135,000
INTEREST PMTS-2010 C	\$	12,800	\$	7,900	\$	7,900	\$	2,700
BOND FEES/PAYING AGE			\$	7,500	\$	750	\$	850
COMPUTER EQUIPMENT/S	\$	1,830	\$	2,000	\$	2,000	\$	2,000
FURNITURE	\$	995	\$	1,500	\$	1,500	\$	1,500
REMODELING AND REPAIR			\$	3,000	\$	3,000	\$	3,000
DCCCD MOBILE TRAINING			\$	10,000	\$	10,000		
DEPRECIATION EXPENSE								
MARIGOLD 102 W PALES								
PALESTINE OVERPASS S	\$	10,952	\$	25,000	\$	25,000		
SP 801 WEST PALESTIN			\$	30,000	\$	30,000		
SP IH45 TURNAROUND	\$	40,000						
STONE DEPOT WATER LI								
TAX ABATEMENT			\$	160,000	\$	160,000		

Total Expenditures	944,905	693,737	690,655	4,254,159
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BEGINNING FUND BALANCE	\$	3,097,000	\$	3,773,155	\$	4,532,500
CHANGE IN FUND BALANCE	\$	676,155	\$	759,345	\$	(2,654,159)
ENDING FUND BALANCE	\$	3,773,155	\$	4,532,500	\$	1,878,342
FUND BALANCE %		399%		656%		44%
FUND BALANCE DAYS		1,458		2,395		161

HUTCHINS EDC
September 16, 2024

Hutchins Economic Development Corporation
PROPOSED Budget Summary
FY 2024-2025

The Hutchins Economic Development Corporation (HEDC) anticipates conventional sales tax proceeds of \$1,500,000 and interest income of \$100,000 for the next fiscal year. The HEDC forecasts the HEDC will have approximately \$4,532,500 in its accounts on October 1, 2024. Therefore, the Hutchins Economic Development Corporation anticipates \$ 6,132,500, in available funds for fiscal year 2024-2025.

Contained in this packet is a line-item budget of general and capital expenditures for the Hutchins Economic Development Corporation. In the next fiscal year, the proposed budget will assign \$4,254,159. If all budgeted monies are expended, the Hutchins Economic Development Corporation will hold \$1,878,342 in available funds at the end of the 2024-2025 fiscal year.

The following is a brief explanation for each line item contained in the Hutchins Economic Development Corporation budget.

REVENUES

Beginning Balance - This represents the amount of unencumbered funds the HEDC is expected to have on October 1, 2024. It serves as the starting point for financial planning and provides a baseline for assessing the HEDC's financial position.

Sales Tax - The HEDC receives half a cent or 0.5% of the local sales tax rate. This revenue source is important for the HEDC's operations as it contributes to funding economic development initiatives and programs aimed at promoting business growth within the community.

Interest Income - This is the interest earned on HEDC assets. By generating interest income, the HEDC can augment its financial resources and allocate the additional funds towards supporting various economic development projects and activities.

EXPENSES

Advertising - Expenditures for marketing purposes or items that promote the HEDC to external markets. Advertising efforts play a crucial role in attracting businesses, investors, and developers to the area, fostering economic growth and enhancing the visibility of the City of Hutchins.

Administrative Costs - These costs are a reimbursement for essential administrative services provided by the City of Hutchins to support the HEDC. They include functions such as Human Resources Management, City Secretary, Finance, and Management, which are necessary for the smooth operation of the HEDC.

Annual Audit and Accounting - The annual audit and accounting service ensures transparency and accountability in the HEDC's financial operations. It provides an independent assessment of the HEDC's financial statements and helps maintain compliance with legal and regulatory requirements.

Automobile - The cost of automobile expenses related to HEDC business, including gas and routine maintenance. These expenses are necessary for Staff and Board Members to travel to meetings, site visits, and other business-related activities, enabling effective communication and engagement with stakeholders.

Business Retention Efforts - Expenditures for activities aimed at promoting the retention and expansion of existing businesses. These efforts help create a supportive environment for local businesses, encouraging their growth and sustainability, which in turn contributes to the economic vitality of the community.

Causality and Liability Insurance - Liability insurance provides protection for the HEDC and the City of Hutchins against potential legal liabilities. It safeguards the organization's interests and mitigates financial risks associated with potential lawsuits or claims.

Community Events - Expenditures to promote and support community activities that encourage visitors to Hutchins. These events enhance community engagement, boost tourism, and contribute to the local economy by attracting visitors and promoting a positive image of the area.

Computer and Office Supplies - These expenditures cover the procurement of general consumable office supplies required for the day-to-day business functions of the HEDC.

Lease Agreements/Computer Expenses - Expenses related to the maintenance of the HEDC computer system, lease of software, and services provided by Baxter IT. These costs are necessary to maintain a reliable and secure technology infrastructure, enabling efficient operations and data management.

Dues and Subscriptions - Dues to organizations and subscriptions for publications relevant to the HEDC's mission, such as TML, NCTCOG, Texas Economic Development Council, International Economic Development Council, and Dallas Area Economic Development Association. These memberships and subscriptions provide valuable resources, networking opportunities, and access to industry expertise.

Promotion - This item will be used for promotional activities such as Team Texas, DFW Marketing Team, Dallas Regional Chamber and participation in trade shows and targeted industry events. Expenditures of HEDC proceeds for publicity and public relations purposes or items that promote the HEDC to internal and external markets including catering, meals and other promotional activities of HEDC Stakeholders and Clients including Developers, Local Business Representatives, Citizens, HEDC Board Members, City Council and City Employees in the context of HEDC business.

Building Maintenance and Lawn Care - These expenses relate to the aesthetic upkeep of HEDC real property. Maintaining the appearance and functionality of City owned buildings contributes to the overall appeal of the area, attracting businesses and enhancing the local environment.

Miscellaneous - This budget item accounts for unexpected or unbudgeted items necessary for the operation of the HEDC. It provides flexibility to address unforeseen needs or emergent opportunities that arise during the fiscal year.

Office Building Insurance and Security - Property and liability insurance through TML Risk Management Insurance. This coverage safeguards the City's assets and provides protection against potential property damage, theft, or liability claims, ensuring the organization's financial security.

Printing and Mailing - These expenditures cover shipping costs, correspondence handling, and the production and printing of materials. Efficient printing and mailing services are essential for effective communication with stakeholders and maintaining the HEDC's professional image.

Repair and Maintenance - Funds allocated to repair and maintain the HEDC office and real property. These expenses are necessary to ensure a safe and functional working environment, prolong the lifespan of assets, and address any maintenance issues that may arise.

Salaries - Wages paid to the Executive Director, including benefits.

Telephone & Communications - This expense includes office phone, cell phone, and internet services. Reliable communication services are essential for effective internal and external communication, facilitating collaboration, and supporting efficient business operations.

Education, Transportation, and Lodging - Expenses for training seminars, schools, and professional development opportunities for HEDC and City personnel and board members. These expenditures contribute to enhancing the knowledge and skills of staff members, enabling them to better serve the community and support economic development initiatives.

Utilities - The cost of electric service for the HEDC building. This expenditure covers the essential utility needs of the HEDC office, ensuring a conducive working environment and supporting day-to-day operations.

Professional Services - Services provided by professionals such as accounting, legal, and engineering services. Engaging professionals in these areas ensures expertise and compliance with applicable regulations, contributing to the effective functioning and legal compliance of the HEDC.

Audio Visual and Computer Equipment - Purchase of audio-visual and computer equipment for the purpose of the HEDC. Investing in modern technology infrastructure enables efficient communication, data management, and presentation capabilities, enhancing the HEDC's effectiveness.

Furniture - Purchasing furniture for the HEDC office. This expense ensures a comfortable and functional workspace for staff members and creates a professional atmosphere for meetings with stakeholders.

Tax Abatement - Cost of a 380 Agreement entered into by the City of Hutchins in 2009, providing Duke with a 75% rebate of the real property taxes paid to the City of Hutchins. This agreement served as an

incentive for Duke to invest in the community, contribute to economic development, and create jobs. This agreement will expire in 2025.

Remodeling and Repair - Expenditures allocated for physical improvements to HEDC property. Remodeling and repair efforts help maintain and enhance the functionality and attractiveness of HEDC-owned facilities, supporting the organization's overall goals and objectives.

Recreation Center Funding – Pledge of \$3,000,000 from the HEDC toward the construction of a Recreation Center in Hutchins.

Local Business Development Program – A program of the HEDC to improve the visual appearance of local businesses.

Small Business Development Program - A program of the HEDC to assist locating local small businesses in Hutchins.

101 South IH 45 #1 (Pete's Café) – 4b Project to improve shopping center located at 101 South IH 45 and locate a restaurant.

Lancaster Hutchins Project – Application of \$660,000 for the reconstruction of Lancaster Hutchins Road.

Wintergreen Debt Service: Cost to administer bond payments regarding improvements to Wintergreen Road.



HEDC Budget Presentation

PUBLIC HEARING

September 16, 2024

Hutchins Economic Development Corporation

- Texas Legislature Passes Development Corporation Act
- Established by a Referendum Vote of the Citizens of Hutchins
- Seven-Member Volunteer Board of Directors
- 501c3 4b Non-Profit Corporation

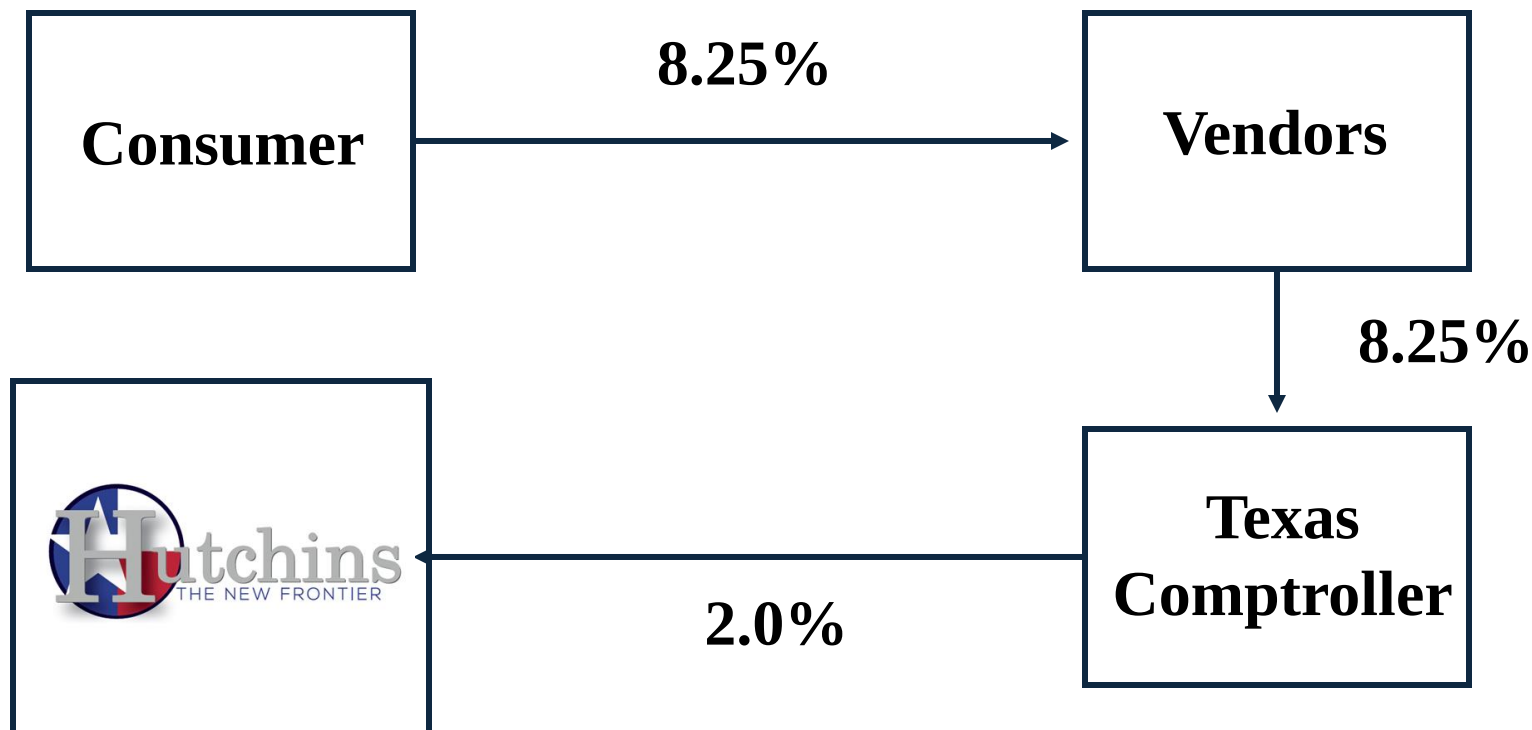
HEDC Facts

- Subject to Texas Open Meets Laws
- Subject to the Development Corporation Act
 - File reports with Comptroller
 - Supervised by Attorney General Office
- Audited each year by a third-party accounting firm as a component unit of the City of Hutchins

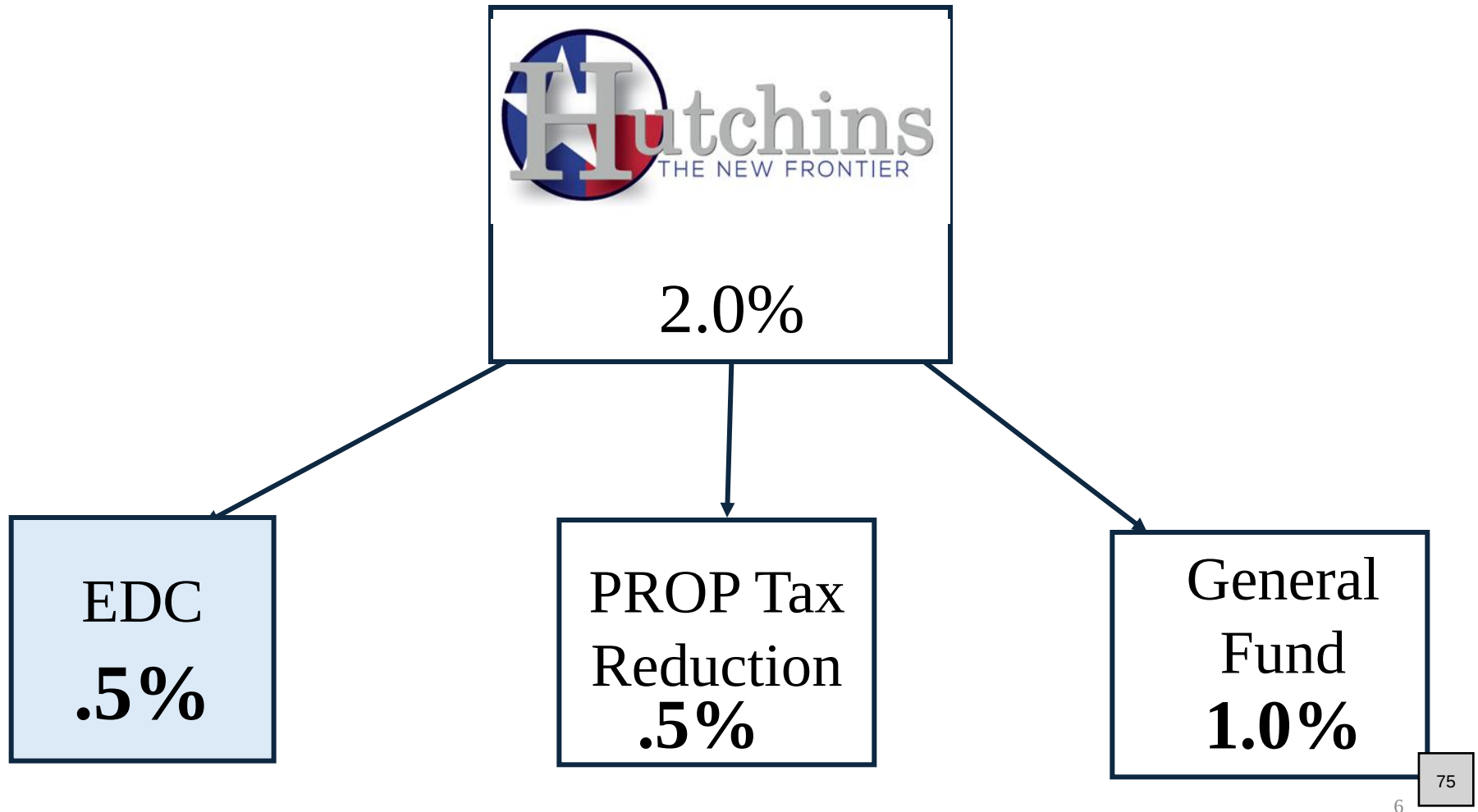
HEDC Board Members

- Raymond Elmore
- Norma Harlin
- Artis Johnson
- Aurora Madrigal
- Steve Nichols
- Demarcus Odom
- Mario Vasquez

Local Sales Tax Allocation to Hutchins



Sales Tax Allocation



Conventional Sales Tax Collection

Total Sales		\$1,000,000
Local Sales Tax Rate	X	<u>2.0%</u>
City Sales Tax Income		\$20,000
	/	<u>4</u>
Total EDC Allocation		\$5,000

Example of Sales Tax Revenue

HEDC Sales Tax Projection 24-25	\$	1,500,000
Sales Tax Formula	X	<u>200</u>
Total Taxable Sales		\$300,000,000

\$300 Million in Taxable Sales must be cited in Hutchins to generate \$1,500,000 in HEDC revenue; or

\$821,917 a day in taxable sales

Top Sales Taxpayers

1. ESTRADA READY MIX CONCRETE LLC
2. EAGLE NATIONAL STEEL LTD.
3. LOVE'S TRAVEL STOPS & COUNTRY STORES INC.
4. MCNEILUS FINANCIAL INC.
5. LKQ AUTO PARTS OF NORTH TEXAS, L.P.
6. I-45 BEVERAGE DEPOT L.P.
7. UNITED RENTALS (NORTH AMERICA) INC.
8. QUIKTRIP CORPORATION
9. ALLIANCE STEEL, INC.
10. TUFF SHED INC.

Overview of recent HEDC Projects

3.99 Million since 2015

• CARPENTER ROAD	\$ 33,650
• FAMILY DOLLAR WATER PROJECT	\$ 42,249
• WINTERGREEN MEDIAN PROJECT	\$ 38,000
• CLEVELAND ROAD RECONSTRUCT	\$ 300,000
• WINTERGREEN RETAIL PROJECT	\$ 100,000
• WINTERGREEN ROAD RTC PROJECT	\$1,000,000
• PUBLIC SAFETY CENTER	\$1,120,942
• TXDoT DOWDY FERRY SIGNAGE	\$ 300,000
• CAMPBELL PARK IMPROVEMENTS	\$ 250,000
• <u>WINTERGREEN ROAD RECONSTRUCTION</u>	<u>\$ 810,000*</u>
• TOTAL	\$ 3,994,841

* annual cost

Fiduciary Responsibility

- We take our responsibility to the taxpayer very seriously.
- An EDC cannot simply gift funds or property there has to be consideration, evaluation and fiduciary justification for the grant.
- Each 4.b. Grant is considered on a case-by-case basis and the Board of Directors has the authority to approve or not approve projects.
- **ED Grants are not entitlements.**
- It is the job of the Board to achieve ED low cost to the taxpayer

EDC Budget Highlights

- \$4,532,500 Million in Reserves October 1, 2024
- \$1,500,000 Sales Tax Revenue in 2024 - 2025
- \$4,254,159 Proposed Spending for 2024 - 2025
- \$3,762,500 Million for Special Projects and ongoing American Standard Roadway Project, Lancaster Hutchins Roadway, Recreation Center/Library and Façade Grant Program.
- If all funds in the budget are expended, the Ending Balance for September 30, 2025, should be \$ 1,878,342



FY 2024-2025 Proposed Budget

Section E, Item5.

City of Hutchins

Economic Development Corporation

Description	Actual 2023	Adopted 2024	Estimate 2024	PROPOSED 2025
SALES TAXES	\$ 1,481,673	\$ 975,000	\$ 1,350,000	\$ 1,500,000
INTEREST INCOME	\$ 139,388	\$ 20,000	\$ 100,000	\$ 100,000
Total Revenues	1,621,061	995,000	1,450,000	1,600,000
Total Expenditures	944,905	693,737	690,655	4,254,159
BEGINNING FUND BALANCE	\$ 3,097,000		\$ 3,773,155	\$ 4,532,500
CHANGE IN FUND BALANCE	\$ 676,155		\$ 759,345	\$ (2,654,159)
ENDING FUND BALANCE	\$ 3,773,155		\$ 4,532,500	\$ 1,878,342
FUND BALANCE %	399%		656%	44%
FUND BALANCE DAYS	1,458		2,395	161



FY 2024-2025 Proposed Budget

Section E, Item5.

City of Hutchins

Economic Development Corporation

Description	Actual 2023	Adopted 2024	Estimate 2024	PROPOSED 2025
PERSONNEL	\$ 152,515	\$ 163,896	\$ 162,064	\$ 169,518
OFFICE SUPPLIES	\$ 1,454	\$ 1,500	\$ 1,500	\$ 1,500
POSTAGE	\$ 592	\$ 200	\$ 200	\$ 200
COPY, PRINTING, BIND		\$ 200	\$ 200	\$ 200
ELECTRICITY	\$ 1,330	\$ 1,500	\$ 1,500	\$ 1,500
TELEPHONE	\$ 9,080	\$ 4,000	\$ 9,500	\$ 9,500
EDUCATIONAL DONATION		\$ 12,000	\$ 12,000	\$ 12,000
OTHER PROFESSIONAL S	\$ 19,738	\$ 30,000	\$ 30,000	\$ 36,000
LEGAL FEES	\$ 2,950			\$ 6,000
MEMBERSHIPS/SUBSCRIP	\$ 2,378	\$ 13,500	\$ 13,500	\$ 13,500
TRAVEL & TRAINING	\$ 5,649	\$ 7,000	\$ 7,000	\$ 8,000
AUDIT FEES	\$ 5,150	\$ 4,500	\$ 4,500	\$ 5,150
ADVERTISING	\$ 4,828	\$ 15,000	\$ 15,000	\$ 15,000
ENTERTAINMENT/PROMOTION	\$ 14,534	\$ 35,000	\$ 35,000	\$ 35,000
MISCELLANEOUS EXPENSE	\$ 107,681	\$ 1,000	\$ 1,000	\$ 1,000
FUEL	\$ 1,373	\$ 2,000	\$ 2,000	\$ 2,000
COMMUNITY EVENTS		\$ 1,500	\$ 1,500	\$ 1,500
BUSINESS RETENTION E	\$ 2,591	\$ 3,000	\$ 3,000	\$ 3,000
BUILDING MAINTENANCE	\$ 1,895	\$ 2,500	\$ 2,500	\$ 2,500
REPAIRS & MAINTENSNC	\$ 621	\$ 1,500	\$ 1,500	\$ 1,500
COMPUTER EQUIPMENT M	\$ 124	\$ 760	\$ 760	\$ 760
LEASE AGMTS/COMPUTER	\$ 264	\$ 240	\$ 240	\$ 240
CAPITAL EXPENDITURES				
AUTOMOBILES	\$ 43,415			



FY 2024-2025 Proposed Budget

City of Hutchins

Section E, Item5.

Economic Development Corporation

Description	Actual 2023	Adopted 2024	Estimate 2024	PROPOSED 2025
RECREATION CENTER				\$ 3,000,000
LOCAL BUSINESS IMPROVEMENT PROGRAM				\$ 40,000
SMALL BUSINESS DEVELOPMENT PROGRAM				\$ 40,000
SP 101 SOUTH I45 SUITE 1	\$ 10,000			\$ 22,500
LANCASTER HUTCHINS				\$ 660,000
CITY OF HUTCHINS ADMIN COST	\$ 20,169	\$ 21,041	\$ 21,041	\$ 21,041
TRANSFER OUT-STREET	\$ 300,000			
TRANSFER OUT-GENERAL	\$ 50,000			
PRINICIPAL PMTS-2010	\$ 120,000	\$ 125,000	\$ 125,000	\$ 135,000
INTEREST PMTS-2010 C	\$ 12,800	\$ 7,900	\$ 7,900	\$ 2,700
BOND FEES/PAYING AGE		\$ 7,500	\$ 750	\$ 850
COMPUTER EQUIPMENT/S	\$ 1,830	\$ 2,000	\$ 2,000	\$ 2,000
FURNITURE	\$ 995	\$ 1,500	\$ 1,500	\$ 1,500
REMODELING AND REPAIR		\$ 3,000	\$ 3,000	\$ 3,000
DCCCD MOBILE TRAINING		\$ 10,000	\$ 10,000	
PALESTINE OVERPASS S	\$ 10,952	\$ 25,000	\$ 25,000	
SP 801 WEST PALESTIN		\$ 30,000	\$ 30,000	
SP IH45 TURNAROUND	\$ 40,000			
TAX ABATEMENT		\$ 160,000	\$ 160,000	
Total Expenditures	944,905	693,737	690,655	4,254,159
BEGINNING FUND BALANCE	\$ 3,097,000		\$ 3,773,155	\$ 4,532,500
CHANGE IN FUND BALANCE	\$ 676,155		\$ 759,345	\$ (2,654,159)
ENDING FUND BALANCE	\$ 3,773,155		\$ 4,532,500	\$ 1,878,342
FUND BALANCE %	399%		656%	44%
FUND BALANCE DAYS	1,458		2,395	161



STAFF REPORT

MEETING DATE:	September 16, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Maria Joyner
AGENDA CAPTION:	Conduct a Public Hearing to consider Fiscal Year 2024-2025 City of Hutchins Proposed Budget. A. Open Public Hearing and Receive Comments B. Discuss and consider Ordinance 2024-09-1197 OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND ADOPTING THE BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 01, 2024, THROUGH SEPTEMBER 30, 2025; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET. Presented by: Maria Joyner, Director of Finance

Background Information

In accordance with Texas Local Government Code 102.006(b), the governing body shall hold a public hearing on the proposed budget. The City Council of the City of Hutchins, Texas (the “City”) annually adopts a budget under the provisions of Chapter 101 of the Texas Local Government Code (the “Act”). Pursuant to the Act, the city will conduct a public hearing at the City Council Regular Meeting on Monday, September 16, 2024 at 5:30 p.m. The FY 2025 City of Hutchins budget is scheduled to be adopted on September 16, 2024. This presentation will provide an overview of the operational components of the budget as proposed in the FY2024-2025 budget document.

The FY 2025 proposed budget has been discussed with City Council during meetings during the August 19, 2024 and September 3, 2024 City Council meetings. The total proposed City of Hutchins FY 2024 Budget including capital projects is \$44,179,041.

Budget Implications

This budget will raise more revenue from property taxes than last year's budget by an amount of \$1,979,207, which is a 28.04 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,152,551.

Staff Recommendation

Staff recommends that the City Council **conduct a Public Hearing** and approve the Proposed 2025 Proposed Budget.

Supporting Documentation and Attachments

- 1. ORDINANCE 2024-09-1197 BUDGET ADOPTION FY2024-2025
- 2. EXHIBIT A BUDGET ADOPTION

CITY OF HUTCHINS, TEXAS
ORDINANCE NO. 2024-09-1197

AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND ADOPTING THE BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 01, 2024, THROUGH SEPTEMBER 30, 2025; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; PROVIDING FOR INTER-FUND TRANSFER; PROVIDING FOR RECORDING OF THE ORDINANCE; PROVIDING FOR A REPEALING CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Administrator of the City of Hutchins, Texas has heretofore on the 15TH day of August 2024, filed with the City Secretary a proposed general budget for the City covering FY 2024-2025, which shall be from October 1, 2024, through September 30, 2025 (Fiscal Year 2024-25); and

WHEREAS, notices of public hearings upon said Fiscal Year 2024-2025 budget have been duly and legally posted or published as required by law; and,

WHEREAS, said public hearings were held on September 16, 2024, and whereon full and final consideration was given said budget; and

WHEREAS, this budget will raise more revenue from property taxes than last year's budget by an amount of \$1,979,207, which is a 28.04 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,152,551;

WHEREAS, the City Council of the City of Hutchins, Texas, has determined that the proposed Fiscal Year 2024-2025 budget will be sufficient to provide the needed services to Hutchins’s residents.

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

SECTION 1. For the purpose of providing the funds necessary and proposed to be expended in the Budget of the City of Hutchins, Texas for the fiscal year beginning October 1, 2024, and ending September 30, 2025, the Budget heretofore prepared by the City Administrator and submitted to the City Council for its consideration and approval, said Budget for the different funds of the City of Hutchins is hereby fixed as set forth in Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 2. That expenditures during the fiscal year shall be made in accordance with the FY 2024-2025 budget approved in Section 1 herein unless otherwise authorized by a duly enacted ordinance of the City.

SECTION 3. That specific authority is given to the City Administrator to make the following adjustments:

1. Transfer of budgeted appropriations from one account classification to another account classification within the same department.
2. Transfer of appropriations from designated appropriations to any individual department or activity.

3. Transfers from the General Fund and all other Funds of unexpended appropriations and excess revenues for the fiscal year 2023-2024 are hereby ratified.

SECTION 4. All notices and public hearings required by law have been duly completed. The City Secretary is directed to provide a certified copy of the budget to the County Clerk of Dallas for recording after final passage hereof.

SECTION 5. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance, as amended hereby, which shall remain in full force and effect.

SECTION 6. All ordinances of the City of Hutchins, Dallas County, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed; provided, however that all other provisions of said ordinances not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 7. This Ordinance shall take effect immediately from and after its passage as the law and charter in such cases provide.

[INTENTIONALLY LEFT BLANK]

UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:

ELECTED OFFICIALS	Aye	Nay
Mario Vasquez, Mayor		
Steve Nichols, Mayor Pro Tem		
Brenda Campbell, Council Member		
Dominic Didehbani, Council Member		
Raymond Elmore, Council Member		
Demarcus Odom, Council Member		

In accordance with Tax Code 26.05(b)

WITH ___ VOTING “AYE” AND _ VOTING “NAY,” THIS ORDINANCE NO. 2024-0
WAS DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
HUTCHINS, TEXAS ON THE 16th DAY OF SEPTEMBER 2024.

Section E, Item 6.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary

EXHIBIT A		
City of Hutchins		
Fund Expenditures		
FY 2024 - 2025		
PROPOSED BUDGET		
<u>Fund</u>		<u>Total Expenditures</u>
General Fund		\$ 12,933,807
General Government Debt Fund		\$ 2,513,898
Hotel/Motel Fund		\$ 150,000
911 Fees Fund		\$ 35,000
Tax Increment Finance Fund		\$ 271,899
Water and Sewer Fund		\$ 5,099,437
Drainage Fund		\$ 300,000
Utility Construction Fund		\$ 9,035,000
Sanitation Fund		\$ 375,000
New City Hall Capital Fund		\$ 9,500,000
Street Construction Fund		\$ 550,000
Park Construction Fund		\$ 200,000
Facility Improvement Fund		\$ 215,000
Capital - Recreation Center & Library		\$ 3,000,000
TOTAL - ALL FUNDS		\$ 44,179,041



STAFF REPORT

MEETING DATE:	September 16, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Maria Joyner
AGENDA CAPTION:	Conduct Public Hearing to consider Fiscal Year 2024-25 Tax Rate 6A: Open Public Hearing and Receive Comments 6B: Discuss and consider Ordinance 2024-09-1198 OF THE CITY OF HUTCHINS, TEXAS, LEVYING AD VALOREM TAXES FOR THE YEAR 2024-2025, AT A RATE OF \$0.630082 PER ONE HUNDRED DOLLARS (\$100.00) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY AS OF JANUARY 1, 2024, TO PROVIDE REVENUES FOR CURRENT EXPENSES AND INTEREST AND SINKING FUND REQUIREMENTS; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; AND DECLARING AN EFFECTIVE DATE. Presented by: Maria Joyner, Director of Finance

Background Information

On August 19, 2024, the City Council voted to propose a property tax rate of \$0.630082 per \$100 of assessed value. This item is being placed on the agenda in order to obtain public comment regarding the proposed property tax rate in advance of consideration for adoption. All state required publications of the public hearing regarding the Fiscal Year 2025 tax rate have been completed. A comparison of the Fiscal Year 2024 tax rate and the Proposed Fiscal Year 2025 property tax rate is below:

Property Tax Rate Comparison

	2024-2025	2023-2024
Property Tax Rate:	\$0. 630082/100	\$0. 630082/100
No-New-Revenue Tax Rate:	\$0. 562988/100	\$0. 553716/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0. 421148/100	\$0. 437214/100
Voter-Approval Tax Rate:	\$0. 642127/100	\$0. 622892/100
Debt Rate:	\$0. 187486/100	\$0. 150260/100

Budget Implications

The property tax rate adoption allows for the FY 2025 budget to reflect the collection of property taxes.

Dallas County requires that the property tax rate be adopted and submitted to their office by September 18, 2024. A vote of the property tax rate must occur after the adoption of the annual budget

Staff Recommendation

Staff recommends that the City Council **conduct a Public Hearing** on the Tax Rate for Fiscal Year 2024-2025 and approve the ordinance utilizing the following motions as required by law:

“I move that the property tax rate be increased by the adoption of a tax rate of \$.630082, which is effectively a 11.92 percent increase in the tax rate and, therefore, I further move that Ordinance No. 2024-09-1198 be approved on first reading.”

Supporting Documentation and Attachments

1. ORDINANCE 2024-09-1198 Adopting Tax Rate for Fiscal Year 2024-25

**CITY OF HUTCHINS, TEXAS
ORDINANCE NO. 2024-09-1198**

Section E, Item 7.

AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, LEVYING AD VALOREM TAXES FOR THE YEAR 2024-2025, AT A RATE OF \$0.630082 PER ONE HUNDRED DOLLARS (\$100.00) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY AS OF JANUARY 1, 2024, TO PROVIDE REVENUES FOR CURRENT EXPENSES AND INTEREST AND SINKING FUND REQUIREMENTS; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; AND DECLARING AN EFFECTIVE DATE.

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

SECTION 1. That there be and is hereby levied for the year 2024 on all taxable property, real, personal and mixed, situated within the limits of the City of Hutchins, Texas and not exempt by the Constitution of the State and valid State laws, a tax of \$0.630082 on each One Hundred Dollars (\$100.00) assessed value of taxable property, and shall be appropriated and distributed as follows:

(a) For the purpose of defraying the current expenses of the municipal government of the City, a tax of \$0.442596 on each One Hundred Dollars (\$100.00) assessed value of all taxable property; and

(b) For the purpose of creating a sinking fund to pay the interest and principal on all outstanding bonds of the City, not otherwise provided for, a tax of \$0.187486 on each One Hundred Dollars (\$100.00) assessed value of all taxable property, within the City which shall be applied to the payment of such interest and maturates of all outstanding debt of the city.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.09 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-37.22.

SECTION 2. That all ad valorem taxes for the year shall become due and payable on October 1, 2024 and all ad valorem taxes for said year shall become delinquent if not paid before February 1, 2025. There shall be no discount for payment of taxes prior to said January 31, 2025. A delinquent tax shall incur a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1, 2025. Provided, however, a tax delinquent on July 1, 2025, shall incur a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Taxes that remain delinquent on July 1, 2025, shall incur an additional penalty of twenty percent (20%) of the amount of taxes, penalty, and interest due in order to defray costs of collection pursuant to section 6.30 of the Property Tax Code.

SECTION 3. Taxes are payable in Hutchins, Texas, at the offices of the Dallas County Tax Assessor Collector. The City shall have available all rights and remedies provided by law

for the enforcement of the collection of taxes levied under this ordinance.

Section E, Item 7.

SECTION 4. That the tax rolls, as presented to the City Council, together with any supplement thereto, be and the same are hereby approved.

SECTION 5. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and Charter in such cases provide.

**DULY PASSED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS,
TEXAS, ON THE 16TH DAY OF SEPTEMBER 2024.**

APPROVED

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary



STAFF REPORT

MEETING DATE:	September 16, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Wanda Randle
AGENDA CAPTION:	Bandera - rebranding presentation Presented by Beth Owens

Background Information

Bandera, the branding agency selected by the city to lead our rebranding initiatives, has been actively engaged in the process over the past several month. They have met with city council members, staff, residents, and have conducted a thorough tour of our city to gain a comprehensive understanding of our community.

Tonight, Bandera will be presenting several logo and tagline options to the council for review and consideration. These options have been carefully crafted based on the input and feedback gathered from various stakeholders throughout the branding process.

The presentation tonight marks a significant milestone in our rebranding efforts, as the council will have the opportunity to provide input and select the final logo and tagline that will represent our city moving forward. Bandera's expertise and creative vision have been invaluable in guiding us through this process, and we look forward to the exciting possibilities that lie ahead for our city's new branding identity.

Budget Implications

NA

Operational Impact

NA

Legal Review

NA

Staff Recommendation

Review and consider desired logo and tag line

Supporting Documentation and Attachments



STAFF REPORT

MEETING DATE:	September 16, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Katherine Lindsey
AGENDA CAPTION:	Discuss and consider Resolution No.R2024-09-1212 APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2024 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL. Presented By: Katherine Lindsey, Assistant to the City Administrator

Background Information

The City, along with 181 other Mid-Texas cities served by Atmos Energy Corporation, Mid-Tex Division (“Atmos Mid-Tex” or “Company”), is a member of the Atmos Cities Steering Committee (“ACSC”). In 2007, ACSC and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism (“RRM”), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by ACSC members in 2018. On or about April 1, 2024, the Company filed a rate request pursuant to the RRM Tariff adopted by

ACSC members. The Company claimed that its cost-of-service in a test year ending December 31, 2023, entitled it to additional system-wide revenues of \$196.8 million.

Application of the standards set forth in ACSC’s RRM Tariff reduces the Company’s request to \$182.5 million, \$132.6 million of which would be applicable to ACSC members. After reviewing the filing and conducting discovery, ACSC’s consultants concluded that the system-wide deficiency under the RRM regime should be \$149.6 million instead of the claimed \$182.5 million.

After several settlement meetings, the parties have agreed to settle the case for \$164.7 million. This is a reduction of \$32.1 million to the Company’s initial request. This includes payment of ACSC’s expenses. The Effective Date for new rates is October 1, 2024. ACSC members should take action approving the Resolution/Ordinance before September 30, 2024.

RATE TARIFFS

Atmos generated rate tariffs attached to the Resolution/Ordinance that will generate \$164.7 million in additional revenues. Atmos also prepared a Proof of Revenues supporting the settlement figures. ACSC consultants have agreed that Atmos’ Proof of Revenues is accurate.

BILL IMPACT

The impact of the settlement on average residential rates is an increase of \$5.52 on a monthly basis, or 6.84%. The increase for average commercial usage will be \$13.39 or 3.44%. Atmos provided bill impact comparisons containing these figures.

SUMMARY OF ACSC’S OBJECTION TO THE UTILITIES CODE SECTION 104.301 GRIP PROCESS

ACSC strongly opposed the GRIP process because it constitutes piecemeal ratemaking by ignoring declining expenses and increasing revenues while rewarding the Company for increasing capital investment on an annual basis. The GRIP process does not allow any review of the reasonableness of capital investment and does not allow cities to participate in the Railroad Commission’s review of annual GRIP filings or allow recovery of Cities’ rate case expenses. The Railroad Commission undertakes a mere administrative review of GRIP filings (instead of a full hearing) and rate increases go into effect without any material adjustments. In ACSC’s view, the GRIP process unfairly raises customers’ rates without any regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual evaluation of expenses and revenues, as well as capital investment.

RRM SAVINGS OVER GRIP

While residents outside municipal limits must pay rates governed by GRIP, there are some cities served by Atmos Mid-Tex that chose to remain under GRIP rather than adopt RRM. Additionally, the City of Dallas adopted a variation of RRM which is referred to as DARR. When new rates become effective on October 1, 2024, ACSC residents will maintain an economic monthly advantage over GRIP and DARR rates.

Comparison to Other Mid-Tex Rates (Residential)		
	Average Bill	Compared to RRM Cities
RRM Cities:	\$48.19	-

DARR:	\$54.30	\$6.11
ATM Cities:	\$49.59	\$1.40
Environs:	\$49.53	\$1.34

Note: ATM Cities and Environs rates are as-filed. Also note that DARR uses a test year ending in September rather than December.

EXPLANATION OF “BE IT RESOLVED” PARAGRAPHS:

1. This section approves all findings in the Resolution/Ordinance.
2. This section adopts the RRM rate tariffs and finds the adoption of the new rates to be just, reasonable, and in the public interest.
3. This section makes it clear that Cities may challenge future costs associated with gas leaks.
4. This section finds that existing rates are unreasonable. Such finding is a necessary predicate to establishment of new rates. The new tariffs will permit Atmos Mid-Tex to recover an additional \$164.7 million on a system-wide basis.
5. This section approves an exhibit that establishes a benchmark for pensions and retiree medical benefits to be used in future rate cases or RRM filings.
6. This section requires the Company to reimburse the City for expenses associated with review of the RRM filing, settlement discussions, and adoption of the Resolution/Ordinance approving new rate tariffs.
7. This section repeals any resolution or ordinance that is inconsistent with the Resolution/Ordinance.

8. This section finds that the meeting was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.
9. This section is a savings clause, which provides that if any section is later found to be unconstitutional or invalid, that finding shall not affect, impair, or invalidate the remaining provisions of this Resolution/Ordinance. This section further directs that the remaining provisions of the Resolution/Ordinance are to be interpreted as if the offending section or clause never existed.
10. This section provides for an effective date upon passage.
11. This section directs that a copy of the signed Resolution/Ordinance be sent to a representative of the Company and legal counsel for ACSC.

CONCLUSION

The Legislature’s GRIP process allowed gas utilities to receive annual rate increases associated with capital investments. The RRM process has proven to result in a more efficient and less costly (both from a consumer rate impact perspective and from a ratemaking perspective) than the GRIP process. Given Atmos Mid-Tex’s claim that its historic cost of service should entitle it to recover \$196.8 million in additional system-wide revenues, the RRM settlement at \$164.7 million for ACSC members reflects substantial savings to ACSC cities. Settlement at \$164.7 million is fair and reasonable. The ACSC Executive Committee consisting of city employees of 18 ACSC members urges all ACSC members to pass the Resolution/Ordinance before September 30, 2024. New rates become effective October 1, 2024.

Budget Implications

The impact of the settlement on average residential rates is an increase of \$5.52 on a monthly basis, or 6.84%. The increase for average commercial usage will be \$13.39 or 3.44%.

Operational Impact

NA

Legal Review

The Resolution was approved by the City Attorney.

Staff Recommendation

Staff recommends that the City Council adopts the Resolution.

Supporting Documentation and Attachments

- 1. Resolution
- 2. Tariffs
- 3. Pension Benchmark
- 4. Average Bill

**CITY OF HUTCHINS, TEXAS
RESOLUTION NO. R 2024-09-1212**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2024 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.

WHEREAS, the City of Hutchins, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

WHEREAS, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

WHEREAS, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

WHEREAS, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

WHEREAS, on about April 1, 2024, Atmos Mid-Tex filed its 2024 RRM rate request with ACSC Cities based on a test year ending December 31, 2023; and

WHEREAS, ACSC coordinated its review of the Atmos Mid-Tex 2024 RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

WHEREAS, the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$164.7 million on a system-wide basis with an Effective Date of October 1, 2024; and

WHEREAS, ACSC agrees that Atmos' plant-in-service is reasonable; and

WHEREAS, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

WHEREAS, the attached tariffs (Attachment 1) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

WHEREAS, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Attachment 2); and

WHEREAS, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications.

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

SECTION 1. That the findings set forth in this Resolution are hereby in all things approved.

SECTION 2. That, without prejudice to future litigation of any issue identified by ACSC, the City Council finds that the settled amount of an increase in revenues of \$164.7 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2024 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

SECTION 3. That despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

SECTION 4. That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Attachment 1, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$164.7 million on a system-wide basis, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

SECTION 5. That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Attachment 2, attached hereto and incorporated herein.

SECTION 6. That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2024 RRM filing.

SECTION 7. That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

SECTION 8. That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

SECTION 9. That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

SECTION 10. That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after October 1, 2024.

SECTION 11. That a copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Thomas Brocato, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas,
this the 16th day of September 2024.

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 22.95 per month
Rider CEE Surcharge	\$ 0.05 per month ¹
Total Customer Charge	\$ 23.00 per month
Commodity Charge – All <u>Ccf</u>	\$0.58974 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2024.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 81.75 per month
Rider CEE Surcharge	\$ 0.00 per month ¹
Total Customer Charge	\$ 81.75 per month
Commodity Charge – All Ccf	\$ 0.19033 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at mdtx-div-plantprotection@atmosenergy.com.

¹ Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2024.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 200 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 200 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,587.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.6553 per MMBtu
Next 3,500 MMBtu	\$ 0.4799 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1029 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at mdtx-div-plantprotection@atmosenergy.com.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,587.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.6553 per MMBtu
Next 3,500 MMBtu	\$ 0.4799 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1029 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification

$WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf

R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.

HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class

NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.

ADD = billing cycle actual heating degree days.

BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the j th customer in i th rate schedule is computed as:

$$WNA_i = WNAF_i \times q_{ij}$$

Where q_{ij} is the relevant sales quantity for the j th customer in i th rate schedule.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2024	

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.52	0.1526	88.98	0.7485
Austin	8.87	0.1343	213.30	0.9142
Dallas	12.38	0.2024	185.59	1.0974
Waco	8.71	0.1219	130.62	0.7190
Wichita Falls	10.20	0.1394	117.78	0.6435

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at atmosenergy.com/mtx-wna, in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL
TEST YEAR ENDING DECEMBER 31, 2023

Line No.	Description	Shared Services		Mid-Tex Direct			Adjustment Total
		Pension Account Plan	Post-Employment Benefit Plan	Pension Account Plan	Post-Employment Benefit Plan	Supplemental Executive Benefit Plan	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Proposed Benefits Benchmark -						
	Fiscal Year 2024 Willis Towers Watson Report as adjusted	\$ 1,402,365	\$ (1,146,665)	\$ 2,186,549	\$ (4,070,086)	\$ 278,107	
2	Allocation Factor	45.93%	45.93%	82.00%	82.00%	100.00%	
3	Proposed Benefits Benchmark Costs Allocated to Mid-Tex (Ln 1 x Ln 2)	\$ 644,172	\$ (526,717)	\$ 1,792,929	\$ (3,337,394)	\$ 278,107	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
5	Proposed Benefits Benchmark Costs to Approve (Ln 3 x Ln 4)	\$ 644,172	\$ (526,717)	\$ 1,792,929	\$ (3,337,394)	\$ 278,107	\$ (1,148,903)
6							
7	O&M Expense Factor (WP_F-2.3, Ln 2)	81.70%	81.70%	38.85%	38.85%	11.24%	
8							
9	Summary of Costs to Approve:						
10	Total Pension Account Plan	\$ 526,315		\$ 696,536			\$ 1,222,851
11	Total Post-Employment Benefit Plan		\$ (430,349)		\$ (1,296,547)		(1,726,896)
12	Total Supplemental Executive Benefit Plan					\$ 31,256	31,256
13	Total (Ln 10 + Ln 11 + Ln 12)	\$ 526,315	\$ (430,349)	\$ 696,536	\$ (1,296,547)	\$ 31,256	\$ (472,789)

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2023

Line No.	Description	Current	Proposed	Change	
				Amount	Percent
	(a)	(b)	(c)	(d)	(e)
1	<u>Rate R @ 42.8 Ccf</u>				
2	Customer charge	\$ 22.25			
3	Consumption charge 42.8 CCF X \$ 0.48567 =	20.79			
4	Rider GCR Part A 42.8 CCF X \$ 0.27958 =	11.97			
5	Rider GCR Part B 42.8 CCF X \$ 0.47494 =	20.33			
6	Subtotal	\$ 75.34			
7	Rider FF & Rider TAX \$ 75.34 X 0.07196 =	5.42			
8	Total	<u>\$ 80.76</u>			
9					
10	Customer charge		\$ 22.95		
11	Consumption charge 42.8 CCF X \$ 0.58974 =		25.24		
12	Rider GCR Part A 42.8 CCF X \$ 0.27958 =		11.97		
13	Rider GCR Part B 42.8 CCF X \$ 0.47494 =		20.33		
14	Subtotal		\$ 80.49		
15	Rider FF & Rider TAX \$ 80.49 X 0.07196 =		5.79		
16	Total		<u>\$ 86.28</u>	\$ 5.52	6.84%
17					

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2023

Line No.	Description	Current	Proposed	Change	
				Amount	Percent
	(a)	(b)	(c)	(d)	(e)
18	<u>Rate C @ 363.6 Ccf</u>				
19	Customer charge	\$ 72.00			
20	Consumption charge 363.6 CCF X \$ 0.18280 =	66.47			
21	Rider GCR Part A 363.6 CCF X \$ 0.27958 =	101.67			
22	Rider GCR Part B 363.6 CCF X \$ 0.33806 =	122.93			
23	Subtotal	\$ 363.07			
24	Rider FF & Rider TAX \$ 363.07 X 0.07196 =	26.13			
25	Total	<u>\$ 389.20</u>			
26					
27	Customer charge		\$ 81.75		
28	Consumption charge 363.6 CCF X \$ 0.19033 =	69.21			
29	Rider GCR Part A 363.6 CCF X \$ 0.27958 =	101.67			
30	Rider GCR Part B 363.6 CCF X \$ 0.33806 =	122.93			
31	Subtotal		\$ 375.56		
32	Rider FF & Rider TAX \$ 375.56 X 0.07196 =		27.03		
33	Total		<u>\$ 402.59</u>	\$ 13.39	3.44%
34					

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2023

Line No.	Description	Current	Proposed	Change	
				Amount	Percent
	(a)	(b)	(c)	(d)	(e)
35	<u>Rate I @ 1335 MMBTU</u>				
36	Customer charge	\$ 1,382.00			
37	Consumption charge 1,335 MMBTU X \$ 0.7484 =	998.94			
38	Consumption charge 0 MMBTU X \$ 0.5963 =	-			
39	Consumption charge 0 MMBTU X \$ 0.2693 =	-			
40	Rider GCR Part A 1,335 MMBTU X \$ 2.7303 =	3,644.33			
41	Rider GCR Part B 1,335 MMBTU X \$ 0.7337 =	979.37			
42	Subtotal	\$ 7,004.64			
43	Rider FF & Rider TAX \$ 7,004.64 X 0.07196 =	504.08			
44	Total	<u>\$ 7,508.72</u>			
45					
46	Customer charge		\$ 1,587.75		
47	Consumption charge 1,335 MMBTU X \$ 0.6553 =		874.67		
48	Consumption charge 0 MMBTU X \$ 0.4799 =		-		
49	Consumption charge 0 MMBTU X \$ 0.1029 =		-		
50	Rider GCR Part A 1,335 MMBTU X \$ 2.7303 =		3,644.33		
51	Rider GCR Part B 1,335 MMBTU X \$ 0.7337 =		979.37		
52	Subtotal		\$ 7,086.12		
53	Rider FF & Rider TAX \$ 7,086.12 X 0.07196 =		509.94		
54	Total		<u>\$ 7,596.06</u>	\$ 87.34	1.16%
55					

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2023

Line No.	Description	Current	Proposed	Change	
				Amount	Percent
	(a)	(b)	(c)	(d)	(e)
56	Rate T @ 4645 MMBTU				
57	Customer charge	\$ 1,382.00			
58	Consumption charge 1,500 MMBTU X \$ 0.5684 =	852.60			
59	Consumption charge 3,145 MMBTU X \$ 0.4163 =	1,309.08			
60	Consumption charge 0 MMBTU X \$ 0.0893 =	-			
61	Rider GCR Part B 4,645 MMBTU X \$ 0.7337 =	3,407.90			
62	Subtotal	\$ 6,951.58			
63	Rider FF & Rider TAX \$ 6,951.58 X 0.07196 =	500.26			
64	Total	<u>\$ 7,451.84</u>			
65					
66	Customer charge		\$ 1,587.75		
67	Consumption charge 1,500 MMBTU X \$ 0.6553 =		982.95		
68	Consumption charge 3,145 MMBTU X \$ 0.4799 =		1,509.08		
69	Consumption charge 0 MMBTU X \$ 0.1029 =		-		
70	Rider GCR Part B 4,645 MMBTU X \$ 0.7337 =		3,407.90		
71	Subtotal		\$ 7,487.68		
72	Rider FF & Rider TAX \$ 7,487.68 X 0.07196 =		538.84		
73	Total		<u>\$ 8,026.52</u>	<u>\$ 574.68</u>	<u>7.71%</u>



STAFF REPORT

MEETING DATE: September 16, 2024

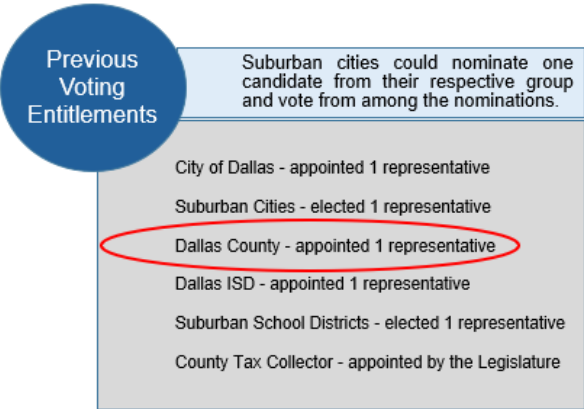
MEETING TYPE: City Council

SUBMITTED BY: Cynthia Olguin

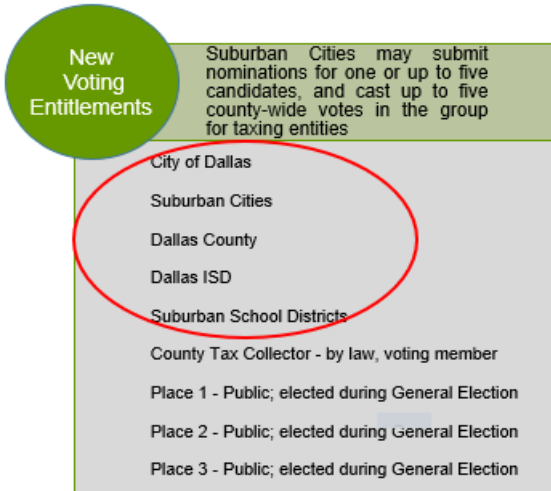
AGENDA CAPTION: Discuss and consider Resolution R2024-09-1213 of the Hutchins City Council Nominating Candidates for Election to the Board of Directors of Dallas Central Appraisal District.

Background Information

Prior to 2024, suburban cities could nominate one candidate from their respective group of suburban cities and vote from among the nominations to elect by majority vote (one per entity) one member to represent the Suburban Cities. With the passage of Senate Bill 2, this method of appointment and election no longer applies. Senate Bill 2 required an election in May 2024 and three (3) additional Board members were elected as a result.



Effective January 1, 2025, the five (5) appointed board of directors will be elected according to Tax Code Section 6.03. Each taxing unit eligible to vote and participate in the appointment process may nominate up to five candidates to be considered on the ballot for the Dallas CAD Board of Directors. All nominations must now complete the Nominee Information Questionnaire along with a biography or resume and return the forms by October 15, 2024.



Staff Recommendation

For the upcoming January 1, 2025, Election to the Board of Directors of Dallas Central Appraisal District, the following outline has been provided by the Chief Appraiser:

1. The Chief Appraiser will notify each city of the number of votes the city is entitled to Vote.
2. The council may nominate none or up to five candidates, by Resolution.
3. The candidates nominated must submit to the Chief Appraiser the Nominee Information Questionnaire and a Biography or Resume no later than October 15, 2024.

Supporting Documentation and Attachments

Letter from Dallas Central Appraisal District Chief Appraiser

Nominee Questionnaire

Voting Entitlement List



**Dallas Central
Appraisal District**

Date: August 23, 2024

To: Mario Vasquez, Mayor, City of Hutchins | mayor@cityofhutchins.org
Sent Via Email

From: Shane Docherty, Executive Director/Chief Appraiser

Re: Election/Appointment of Members to Board of Directors of the Dallas Central Appraisal District
Number of Votes Allocated To: Hutchins is 5

Senate Bill 2 (or “SB 2”), enacted by the 88th Texas Legislature during its Second Called Session, amended several sections of the Texas Property Tax Code regarding the composition of the board of directors for appraisal districts in counties with a population of 75,000 or more (a “populous county”). Dallas County is a ‘populous county’. Specifically, Article V, Section 5.03 of SB 2 added Section 6.0301 to the Tax Code that sets forth the amendments relating to the composition and method of selection of appraisal district boards of directors in populous counties. Article V of SB 2 will become effective July 1, 2024, and Sections 5.04 and 5.13 of SB 2 became effective on October 12, 2023.

Section 6.0301 of the Texas Property Tax Code provides that an appraisal district in a populous county shall be governed by a board of nine (9) directors composed of both appointed and elected directors. Five (5) of the directors are to be appointed by the taxing units that participate in the district in the manner as previously prescribed by Section 6.03 of the Tax Code (the “levy method”), and three (3) directors are to be elected by majority vote at the general election for state and county officers by the voters of the county in which the district is established. The County tax assessor-collector serves as a voting ex officio member.

SB 2 required the first election for elected directors for districts within populous counties be held on the uniform election date in May 2024. The three (3) additional Board members were elected as a result of the May 4, 2024 election, became a part of the Dallas CAD Board of Directors and the Dallas County Tax Assessor/Collector became a voting ex officio member effective July 1, 2024.

Prior to 2024 and pursuant to the provisions of the Texas Property Tax Code in 1979, the agencies of Greater Dallas County agreed to change the manner in which board representatives were chosen. *By special provision of the Property Tax Code, it was decided that the City of Dallas, Dallas ISD and Dallas County would each appoint one (1) member each and the remaining two (2) candidates would be elected by all Suburban Cities (excluding Dallas) and all Suburban School Districts (excluding Dallas ISD). Each group, Suburban Cities and Suburban Schools, could nominate one candidate for their respective group and vote from among the nominations to elect by majority vote (one vote per entity) one (1) member to represent the Suburban Cities and one (1) member to represent the Suburban School Districts.* This method of appointment and election of the Board members no longer applies with the passage of Senate Bill 2.

Effective January 1, 2025, the five (5) appointed board of directors will be elected according to Tax Code Section 6.03, or the “Levy Method”. The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and by rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. There are 5,000 total votes to be allocated based on each taxing unit’s tax levy as compared to the total levy for all taxing units. Each taxing unit eligible to vote and participate in the appointment process may nominate up to five candidates for the Dallas CAD Board of Directors.

The five directors appointed by the taxing units serve staggered four-year terms beginning on January 1st of every other even-numbered year. To provide for the transition for the staggered terms, two (2) directors must be appointed to serve a term of one year, and three (3) directors shall be appointed to serve a term of three years. Thereafter, all appointed directors serve four-year terms. Following the election the Chief Appraiser in conjunction with the elected directors will draw lots to determine which two (2) directors serve a term of one year.

The first step in this process is for the Chief Appraiser to calculate the voting entitlement of each taxing unit that is entitled to vote and notify the county judge and each county commissioner, the presiding officer of each city/town, city manager or city secretary, the presiding officer of each school district and the school district superintendent, the presiding officer of the college district, the college president, chancellor or other chief executive officer of the college district. In addition to your taxing unit’s votes being provided in the Subject line of this memo, I have included an attachment showing the number of votes for each county, city, school district and college district that is entitled to vote.

The **next step** is the nomination of the candidates. A taxing unit is not required to submit nominations, but if it chooses to do so, **the nomination may be made only by a resolution** adopted by the governing body and submitted to the Chief Appraiser **before October 15, 2024**. For your convenience, a sample resolution for nomination is included with this notification. Please include the full name and address of each candidate nominated in the resolution.

You may provide each individual you are considering for nomination with a copy of the attached Nominee Information Questionnaire for them to complete. The Questionnaire will provide information to the taxing unit and help ensure the nominees meet the eligibility requirements for a Board of Director position. The nominated candidate needs to submit a biography or resume to be used by the other taxing entities in determining and casting their votes on the ballot.

The Chief Appraiser will, before October 30, prepare and submit a ballot of the timely submitted nominees to each taxing unit that is eligible to vote. The governing body of each taxing unit entitled to vote shall submit a resolution casting its votes to the Chief Appraiser before December 15 (since December 15 is a Sunday the due date is extended to the next day that is not a Saturday, Sunday or holiday) The governing body of the taxing unit entitled to vote may cast all of its votes for one candidate or distribute them among the candidates for any number of the director positions. The Chief Appraiser will then count the votes and declare the five candidates who received the largest cumulative votes as elected and submit the results before December 31, 2024 to each of the taxing unit and to the candidates.

Below is the calendar for the appointment process as prescribed by Texas Property Tax Code Section 6.03.

Before October 1: In accordance with Texas Property Tax Code Section 6.03(d) and (e), the chief appraiser shall calculate the number of votes to which each taxing unit other than a conservation and

reclamation district [i.e. special district] is entitled and shall deliver written notice to each unit of its voting entitlement before October 1, 2024 (normally of each odd-number year).

Before October 15: In accordance the Texas Property Tax Code Section 6.03 (g) each taxing unit entitled to vote shall submit a resolution for the nominees for the board positions.

Before October 30: In accordance with Texas Property Tax Code Section 6.03 (j) the Chief Appraiser shall prepare a ballot listing the nominated candidates and deliver the ballot to the taxing units eligible to vote.

Before December 15 (since December 15 is a Sunday this due date is the next day that is not Saturday, Sunday or a holiday): In accordance with Texas Property Tax Code Section 6.03 (k) each taxing unit that is entitled to vote shall determine its vote by resolution and submit the same to the Chief Appraiser.

Before December 31: In accordance with Texas Property Tax Code Section 6.03 (k) the Chief Appraiser will count the votes, declare the five candidates who received the largest cumulative vote totals elected, and submit the results to each taxing unit in the District and to the candidates.

For your convenience the qualifications to be an appointed member are resident of Dallas County and shall have resided in Dallas County for at least two years prior to the date such person takes office (January 1, 2025) and must satisfy the following:

Section 6.035 of the Tax Code provides that an individual is ineligible to serve on an appraisal district board of directors and is disqualified from employment as chief appraiser if the individual is related within the second degree by consanguinity (blood) or affinity (marriage), as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.

Similarly, an individual is ineligible to serve on an appraisal district board of directors and is disqualified from employment as chief appraiser if the individual owns property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless: (A) the delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02 of the Tax Code; or (B) a suit to collect the delinquent taxes is deferred or abated under Sections 33.06 or 33.065 of the Tax Code.

Per Section 6.035 of the Tax Code, an individual is also ineligible to serve on the board of directors of an appraisal district if the individual:

- (1) has served as a member of the board of directors for all or part of five terms, unless:
 - (A) the individual was the county assessor-collector at the time the individual served as a board member; or
 - (B) the appraisal district is established in a county with a population of less than 120,000;
- (2) has engaged in the business of appraising property for compensation for use in proceedings under this title at any time during the preceding three years;
- (3) has engaged in the business of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding three years; or
- (4) has been an employee of the appraisal district at any time during the preceding three years.

An individual who is otherwise eligible to serve on the board is not ineligible because of membership on the governing body of a taxing unit. An employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district. (Section 6.0301, Tax Code).

An individual is not eligible to be a candidate for, to be appointed to, or to serve on the board of an appraisal district if the individual or a business entity in which the individual has a substantial interest is a party to a contract with 1) the appraisal district; or 2) a taxing unit that participates in the appraisal district, if the contract relates to the performance of an activity governed by Title 1 of the Tax Code. (Section 6.036(a), Tax Code, effective July 1, 2024.)

If you have any questions about this process, please contact Deputy Chief Appraiser, Cheryl Jordan, her direct line, 214-819-2312, or the District's main number, 214-631-0520.

Enclosure/Attachment: Sample Nomination Resolution; Nominee Questionnaire; Voting Entitlement List

A RESOLUTION OF THE {insert governing body e.g., city council, school board, commissioners} OF THE {insert name of jurisdiction} NOMINATING CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS OF DALLAS CENTRAL APPRAISAL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Dallas Central Appraisal District has been charged with the responsibility of conducting the election process to determine the membership of the Board of Directors of the Dallas Central Appraisal District, according to the Property Tax Code of Texas; and

WHEREAS, Texas Property Tax Code Sections 6.03(e) and 6.03(g) provides that each taxing unit entitled to vote may nominate by resolution up to five (5) candidates to become a member of the Board of Directors to be submitted to the Chief Appraiser before October 15, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE {insert governing body e.g., city council, school board, commissioner} OF THE {insert name of jurisdiction}:

SECTION 1. That the {insert governing body e.g., city council, school board, commissioner} of {inset name of the jurisdiction}, does hereby nominates the following persons as a candidate for election to the Board of Directors of the Dallas Central Appraisal District:

- 1.
- 2.
- 3.
- 4.
- 5.

SECTION 2. That this Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the {insert the name of the governing body} of the {insert the name of the jurisdiction}, on this the ____ day of ____, 2024.

NAME OF JURISDICTION

MAYOR/PRESIDENT/COUNTY JUDGE

ATTEST:

Nominee Information Questionnaire Dallas Central Appraisal District Board of Directors

Your name has been submitted by a Dallas Central Appraisal District Taxing Unit as a candidate for the Dallas CAD Board of Directors. Please provide the following information and feel free to attach any additional information. **The form must be returned by October 15, 2024.**

Name

Home Address/City/Zip

Cell Phone

E-mail

1. Are you a resident of Dallas County? **Yes/No**
 a. If yes, have you resided in Dallas County for at least two years immediately preceding the beginning of this term (January 1, 2025)? _____
2. Are you an elected official or member of a governing body of a taxing unit in Dallas County? **Yes/No**
 a. If yes, which taxing unit? _____
3. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Dallas County? **Yes/No**
 a. If yes, which taxing unit? _____
 b. When? _____
4. Are you related to an individual who is engaged in the business of appraising property for compensation for use in proceedings under the Texas Property Tax Code? **Yes/No**
 a. If yes, please list the degree of relation. _____
5. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? **Yes/No**
6. Are you currently, or have you ever served as a voting member of the Dallas CAD Board of Directors? **Yes/No**
 If yes, what years have you served? _____
7. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? **Yes/No**
8. Have you ever been engaged in the business of representing property owners for compensation in the **Yes/No**

proceedings under the Property Tax Code in Dallas County
in the last three years?

9.

Are you, or have you ever been an employee of Dallas CAD?

Yes/No
- a.

If yes, year(s) you were employed? _____
10.

Do you directly or through a business entity have substantial interest in a contract with Dallas CAD or a taxing unit that participates in the District?

Yes/No
- a.

If yes, please list: _____
11.

Please give a brief statement on why you would be interested in serving on the Dallas Central Appraisal District Board of Directors.

12.

Please list any additional information you believe would be beneficial for the Dallas County Taxing Units to know about you.
-

Return to: Your Nominating Taxing Unit or
Cheryl Jordan - Dallas Central Appraisal District
2949 N. Stemmons Freeway
Dallas, TX 75247
DcadElections@dcad.org

Dallas Central Appraisal District 2024 Calculation of Taxing Unit Votes for Board of Directors Per Texas Property Tax Code Section

SUPPLEMENTAL #09-2023 EVR DATED 09/13/2023 FOR TAX YEAR 2023 FOR ALL ENTITIES

ENTITY	2023 Taxable Value As of 09-2023 Supplemental	2023 Tax Rate	2023 Estimated Taxes Imposed	Taxing Unit Percentage of Total Taxes Imposed	1,000 Multiplier	Round	Multiply by Number of Directors (5)	2024 Taxing Unit Voting Entitlement	Taxing Unit Percentage of Total Votes (Yellow Highlight ≥ 5%) TPTC 6.03(k-1)
COUNTYWISE ENTITIES									
Dallas County	\$379,938,404,211	0.215718	\$819,595,527	10.68843%	106.88432	107	535	535	11%
Dallas College	390,920,370,020	0.110028	\$430,121,865	5.60926%	56.09265	56	280	280	6%
GRAND TOTAL OF COUNTYWISE	\$770,858,774,231		\$1,249,717,392	16.29770%	162.97696	163	815	815	
CITIES									
Addison	\$6,166,137,691	0.609822	\$37,602,464	0.49038%	4.90378	5	25	25	1%
Balch Springs	1,875,435,619	0.794629	\$14,902,755	0.19435%	1.94348	2	10	10	0%
Carrollton	9,346,277,268	0.553750	\$51,755,010	0.67494%	6.74943	7	35	35	1%
Cedar Hill	5,855,397,117	0.646525	\$37,856,606	0.49369%	4.93692	5	25	25	1%
Cockrell Hill	209,369,894	0.772596	\$1,617,583	0.02110%	0.21095	0	0	0	0%
Combine	26,022,434	0.350000	\$91,079	0.00119%	0.01188	0	0	0	0%
Coppell	10,298,701,897	0.491818	\$50,650,870	0.66054%	6.60543	7	35	35	1%
Dallas	188,701,821,976	0.735700	\$1,388,279,304	18.10470%	181.04697	181	905	905	18%
DeSoto	7,189,656,103	0.685092	\$49,255,759	0.64235%	6.42350	6	30	30	1%
Duncanville	3,634,349,125	0.646034	\$23,479,131	0.30619%	3.06194	3	15	15	0%
Farmers Branch	9,407,424,339	0.569000	\$53,528,244	0.69807%	6.98067	7	35	35	1%
Ferris	27,391,876	0.494700	\$135,508	0.00177%	0.01767	0	0	0	0%
Garland	23,933,703,437	0.689746	\$165,081,762	2.15285%	21.52849	22	110	110	2%
Glenn Heights	914,831,427	0.564729	\$5,166,318	0.06737%	0.67375	1	5	5	0%
Grand Prairie	12,943,039,011	0.660000	\$85,424,057	1.11402%	11.14024	11	55	55	1%
Grapevine	395,708,326	0.250560	\$991,487	0.01293%	0.12930	0	0	0	0%
Highland Park	8,441,265,923	0.220530	\$18,615,524	0.24277%	2.42767	2	10	10	0%
Hutchins	1,242,023,438	0.630082	\$7,825,766	0.10206%	1.02057	1	5	5	0%
Irving	39,058,006,723	0.589100	\$230,090,718	3.00064%	30.00637	30	150	150	3%
Lancaster	5,374,997,280	0.639004	\$34,346,448	0.44792%	4.47916	4	20	20	0%
Lewisville	120,213,029	0.419079	\$503,788	0.00657%	0.06570	0	0	0	0%
Mesquite	13,534,098,469	0.690000	\$93,385,279	1.21785%	12.17847	12	60	60	1%
Ovilla	46,950,260	0.626213	\$294,009	0.00383%	0.03834	0	0	0	0%
Richardson	14,077,745,835	0.560950	\$78,969,115	1.02984%	10.29845	10	50	50	1%
Rowlett	7,278,645,314	0.710400	\$51,707,496	0.67432%	6.74323	7	35	35	1%
Sachse	2,570,038,721	0.650416	\$16,715,943	0.21799%	2.17994	2	10	10	0%
Seagoville	1,294,165,708	0.728004	\$9,421,578	0.12287%	1.22868	1	5	5	0%
Sunnyvale	1,883,883,190	0.453000	\$8,533,991	0.11129%	1.11293	1	5	5	0%
University Park	10,666,870,235	0.236226	\$25,197,921	0.32861%	3.28609	3	15	15	0%
Wilmer	1,774,995,820	0.439130	\$7,794,539	0.10165%	1.01649	1	5	5	0%
Wylie	204,246,408	0.538882	\$1,100,647	0.01435%	0.14354	0	0	0	0%
GRAND TOTAL OF CITIES	\$388,493,413,893		\$2,550,320,700	33.25900%	332.59002	333	1655	1655	
SCHOOL DISTRICTS									
Carrollton-FB ISD	\$25,342,800,795	0.983600	\$249,271,789	3.25078%	32.50780	33	165	165	3%
Cedar Hill ISD	5,386,737,208	1.132600	\$61,010,186	0.79564%	7.95640	8	40	40	1%
Coppell ISD	16,965,761,428	1.053500	\$178,734,297	2.33089%	23.30893	23	115	115	2%
Dallas ISD	177,911,793,431	1.013835	\$1,803,732,031	23.52266%	235.22660	235	1175	1175	24%
DeSoto ISD	4,721,801,802	1.072800	\$50,655,490	0.66060%	6.60604	7	35	35	1%
Duncanville ISD	6,575,027,245	1.082800	\$71,194,395	0.92845%	9.28454	9	45	45	1%
Ferris ISD	48,594,774	1.143100	\$555,487	0.00724%	0.07244	0	0	0	0%
Garland ISD	29,273,671,591	1.053200	\$308,310,309	4.02071%	40.20707	40	200	200	4%
Grand Prairie ISD	12,437,698,152	1.095050	\$136,199,014	1.77619%	17.76186	18	90	90	2%
Grapevine-Colleyville ISD	436,706,741	0.924700	\$4,038,227	0.05266%	0.52663	1	5	5	0%
Highland Park ISD	21,078,412,024	0.892700	\$188,166,984	2.45391%	24.53906	25	125	125	3%
Irving ISD	20,526,676,400	1.028100	\$211,034,760	2.75213%	27.52127	28	140	140	3%
Lancaster ISD	4,950,056,032	1.226700	\$60,722,337	0.79189%	7.91886	8	40	40	1%
Mesquite ISD	13,175,640,868	1.099200	\$144,826,644	1.88870%	18.88700	19	95	95	2%
Richardson ISD	32,914,760,066	1.143100	\$376,248,622	4.90670%	49.06698	49	245	245	5%
Sunnyvale ISD	1,961,222,245	1.189200	\$23,322,855	0.30416%	3.04156	3	15	15	0%
GRAND TOTAL OF ISD'S	\$373,707,360,802		\$3,868,023,427	50.44330%	504.43302	504	2530	2530	
GRAND TOTAL			\$7,668,061,518	100.00000%	1,000.00000	1000	5000	5000	100%

Per TPTC 6.03 (k-1) TU with 5% or greater:
6.03(k-1) This subsection applies only to an appraisal district established in a county with a population of 120,000 or more. The governing body of each taxing unit entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted.

CITY OF HUTCHINS, TEXAS
RESOLUTION NO. R2024-09-1213

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS NOMINATING CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS OF DALLAS CENTRAL APPRAISAL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Dallas Central Appraisal District has been charged with the responsibility of conducting the election process to determine the membership of the Board of Directors of the Dallas Central Appraisal District, according to the Property Tax Code of Texas; and

WHEREAS, Texas Property Tax Code Sections 6.03(e) and 6.03(g) provides that each taxing unit entitled to vote may nominate by resolution up to five (5) candidates to become a member of the Board of Directors to be submitted to the Chief Appraiser before October 15, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS:

SECTION 1. That the City Council of the City of Hutchins does hereby nominates the following persons as a candidate for election to the Board of Directors of the Dallas Central Appraisal District:

- 1.
- 2.
- 3.
- 4.
- 5.

SECTION 2. That this Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, on this the 16th day of September 2024.

CITY OF HUTCHINS

 Mario Vasquez, Mayor

ATTEST:

 Cynthia Olguin, City Secretary



STAFF REPORT

MEETING DATE: September 16, 2024

MEETING TYPE: City Council

SUBMITTED BY: Maria Joyner

AGENDA CAPTION: Discuss and consider Ordinance 2024-09-1199 OF THE CITY OF HUTCHINS, TEXAS, TO PROVIDE A RATE MODIFICATION FOR SOLID WASTE COLLECTION IN ACCORDANCE WITH THE MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL CONTRACT BY AND BETWEEN THE CITY OF HUTCHINS, TEXAS AND REPUBLIC WASTE SERVICES OF TEXAS, LTD.; AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2024

Presented by: Maria Joyner, Director of Finance

Background Information

The City currently has a contract with Republic Services for sanitation which expires October 1, 2028. Republic has implemented a price increase annually since the beginning of the contract via the Consumer Price Index (CPI).

Per the 2024 contract renewal, Republic has requested a 4.6% increase in rates based on the CPI-U (CPI-U is based on US city averages for all urban consumers) effective October 1, 2024. Republic is proposing a base rate increase from \$14.31 to \$14.97.

Section A13.032 of the Code of Ordinances authorizes the City to charge an additional 7%. The current total rate is \$15.31 (Republic base + City). **In order to absorb the increase, the City is proposing an increase in the total rate from \$15.31 to \$16.02.** The increase proposed by the City is \$0.71 cents or 4.6%. The total proposed rate is an increase of \$0.71 cents per month for regular (non seniors) residential customers.

The rate increase for Seniors is also 4.6%. Republic is proposing to increase the Senior base rate to \$14.13 (from \$13.51). The total proposed senior rate of \$14.13 is 5.61% less than the regular residential rate.

Republic is proposing to increase the Commercial base rate by 4.6% from to \$23.69 (from \$22.65). Section A13.032 of the Code of Ordinances authorizes the City to charge an additional 7%. **In order to absorb the increase, the City is proposing an increase in the total commercial rate from \$24.24 to \$25.36.**

PROPOSED RESIDENTIAL AND COMMERCIAL HAND COLLECTION RATES				
RESIDENTIAL STANDARD			Polycart Service (Twice Per Week)	\$ 16.02
			Each additional Polycart	\$ 5.75
			Damaged/Replace Cart	\$ 66.29
			On-Call/Extra (per service)	\$ 9.05
RESIDENTIAL SENIORS			Polycart Service (Twice Per Week)	\$ 14.13
			Each additional Polycart	\$ 5.75
			Damaged/Replace Cart	\$ 66.29
			On-Call/Extra (per service)	\$ 9.05
COMMERCIAL HAND COLLECTION			Cart Service (Twice Per Week)	\$ 25.36
			Second Cart	\$ 30.49

Staff Recommendation

Staff recommends that the City Council adopts the Ordinance providing for the rate changes

Supporting Documentation and Attachments

Ordinance 2024-09-1199 Republic Services 2024 Rate Change

**CITY OF HUTCHINS
ORDINANCE NO. 2024-09-1199**

AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, TO PROVIDE A RATE MODIFICATION FOR SOLID WASTE COLLECTION IN ACCORDANCE WITH THE MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL CONTRACT BY AND BETWEEN THE CITY OF HUTCHINS, TEXAS AND REPUBLIC WASTE SERVICES OF TEXAS, LTD.; AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2024.

WHEREAS, the City of Hutchins (“City”) and Republic Waste Services of Texas, LTD, doing business as Republic Services of Dallas (“Republic”) entered into that certain Municipal Solid Waste Collection and Disposal Contract effective October 1, 2024 (“the Contract”) related to the collection of residential, commercial and industrial solid waste within the City; and

WHEREAS, the City hereby adopt the base rates set forth in Exhibit A, attached hereto, that sets the actual costs for the City to provide for the collection of residential, Commercial and industrial solid waste within the City; and

WHEREAS, pursuant to the City Code of Ordinances, the City shall charge for solid waste collection and disposal the base rate which is reflective of the actual costs plus 7%.

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

SECTION 1. Beginning October 1, 2024, the fee charged to each customer, for whom Solid Waste is collected, the following charges shall apply:

PROPOSED RESIDENTIAL AND COMMERCIAL HAND COLLECTION RATES				
RESIDENTIAL STANDARD		Polycart Service (Twice Per Week)		\$ 16.02
		Each additional Polycart		\$ 5.75
		Damaged/Replace Cart		\$ 66.29
		On-Call/Extra (per service)		\$ 9.05
RESIDENTIAL SENIORS		Polycart Service (Twice Per Week)		\$ 14.13
		Each additional Polycart		\$ 5.75
		Damaged/Replace Cart		\$ 66.29
		On-Call/Extra (per service)		\$ 9.05
COMMERCIAL HAND COLLECTION		Cart Service (Twice Per Week)		\$ 25.36
		Second Cart		\$ 30.49

SECTION 2. That all provisions of the ordinances of the City of Hutchins in conflict with the provisions of this ordinance be, and the same are hereby repealed and that all other provisions of the ordinances of the City of Hutchins not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3. That the effective date for the rates set forth shall be October 1, 2024.

**DULY PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL ON THIS
THE 16TH DAY OF SEPTEMBER, 2024**

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary



STAFF REPORT

MEETING DATE:	September 16, 2024
MEETING TYPE:	Regular Council meeting
SUBMITTED BY:	Chief Steve Perry
AGENDA CAPTION:	Discuss and consider authorizing the City Administrator to negotiate and enter into an agreement with Lovepuppy2 Pet Sitting LLC and an Agreement with Tri Cities Animal Shelter for animal shelter services (Presented by: Steve Perry Police Chief)

Background Information

The Interlocal agreement between the City of Hutchins and Ferris ended effective August 27, 2024. The City of Ferris agreement was set to renew September 2024. In a discussion with Ferris management regarding shelter operations the City of Ferris chose to discontinue animal shelter services with the City of Hutchins.

During the transition period of remodeling 205 W. Hickman the City needs temporary animal shelter services to shelter animal picked up by City of Hutchins Staff.

Tri Cities animal shelter currently houses animals for the Cities of Desoto, Duncanville, and Cedar Hill. Tri Cities is located at 1150 E Pleasant Run Road, Cedar Hill, TX 75104. The shelter operation hours are 10am to 6pm Tuesday through Saturday. Tri Cities animal shelter will be available 24/7 to our animal services department for intakes.

Love2puppies located at located at 5222 Lantern Ln. Dallas, Texas 75236 has presented the city with a temporary agreement to keep kennels open for the use of the City of Hutchins animals.

Love2puppies is a private kennel service and requires all dogs to have the following vaccinations:

Distemper

Adenovirus

Parainfluenza

Bordetella

Rabies vaccination Administered at a veterinarian clinic

Monthly heart worn prevention

Monthly flee and parasite (as needed)

Budget Implications

Tri Cities fees are \$ 1500.00 per month. This fee includes food and intake vaccinations. Tri Cities would require the Hutchins ASO to spend three hours per day Monday through Friday for cleaning and animal care.

Love 2puppies will provide kennel space to the City of Hutchins, for \$ 15.00 per day. The City of Hutchins will be responsible for all food and vaccinations.

Additionally, Love2puppies will provide Monthly heart worn prevention to animals that remain in the care of Love2puppies awaiting adoption, foster, or transport.

Love to puppies will provide Monthly flee and parasite medications as needed for an additional fee.

Operational Impact

Allows the Animal Service division to continue to intake animals during the remodel of the temporary animal shelter.

Legal Review

Reviewed by: City Attorney Joe Gorfida

Staff Recommendation

Staff recommends that council approve this temporary agreement with Tri Cities animal Shelter and Love 2puppies as a back up service.

Supporting Documentation and Attachments

Tri Cities email with terms.

Love2puppies contractual terms

Fee schedule provided by Spay and Neuter Network of Texas, 14th St. Veterinarian Clinic, and VCA Desoto Animal Hospital.

Steve Perry

From: Miller, Tammy <tammy.miller@cedarhilltx.com>
Sent: Monday, September 9, 2024 1:09 PM
To: Steve Perry
Subject: SO SORRY!!!!

Chief,

I am so sorry and not sure what is going on but I have been drowning in issues home and work 😞 I have failed to get back to you even when I assured Drew I would. Sadly, I am still drowning and will try and send you a more in-depth email as soon as I can. However, I know you have council tonight, so I wanted to at least send you a snippet to tell you it looks like we are going to be able to help on some level. I realize you need far more info than that and really will try and email you more when I can.

In short here is what we propose –

- 10 animals a month
- \$1500 a month
- Drew here 3 hours a day M-F (unless he has an emergency call) to assist in feeding, cleaning, and care of a set area each day
- No owner surrenders without discussing those with the Assistant Mgr for space and they must be brought by Drew and not sent here for drop off
- Drew will have 48 hours IF SPACE IS AVAILABLE to try and find options to move an animal we feel we might have to euthanize
- Drew will assist in holding or euthanizing if necessary for any Hutchins animal
- No owned quarantine animals
- Any unowned quarantine animals would likely be shipped by Drew after their 72 hour hold
- TCAS would keep any fees collected for reclaims or adoptions
- You would have your facility ready for animals by the end of this year.
- Drew or someone with Hutchins will take on any concerns presented by any Hutchins citizen though I assure you our team will treat them with good quality customer service and this should not be a problem.

For the most part this is similar to when we partnered together before....



Tammy Miller

Animal Services Manager

Phone: 972-291-5335 x1710

Fax: 972-291-5340

Email: Tammy.Miller@CedarHillTx.com

1150 E Pleasant Run Road

Cedar Hill, TX 75104

www.luvpets.org



"Tri" adopting – it saves lives.

Steve Perry

From: Drewrey Daily
Sent: Wednesday, September 4, 2024 11:18 AM
To: Steve Perry
Subject: Fw: Prices

FYI

From: Sabrina Wilson <sabrina.wilson@spayneuternet.org>
Sent: Wednesday, September 4, 2024 11:16 AM
To: Drewrey Daily <ddaily@cityofhutchins.org>
Subject: Prices

You don't often get email from sabrina.wilson@spayneuternet.org. [Learn why this is important](#)
Hi Drew,

Here is a price list of the things we discussed on the phone along with wellness hours and location.

Medical Disposal Fee - \$5 (Per Pet)
Rabies - \$11
Heartworm Test - \$20
Heartworm prevention per month - \$15
Flea Prevention per month - \$15

Crandall Clinic
102 E Trunk St.
Crandall, TX 75114

We do wellness from 10-2 Tuesday-Friday.

Thank you for taking the time to speak with me and we look forward to working with your shelter.



Sabrina Wilson

COMMUNITY ENGAGEMENT MANAGER
SPAY NEUTER NETWORK

972.472.3500 x1000 | spayneuternet.org

Our vision is to create compassionate communities free of homeless pets

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Steve Perry

From: Drewrey Daily
Sent: Wednesday, September 4, 2024 10:59 AM
To: Steve Perry
Subject: Fw: Pricing for services

FYI, If you can think of any thing else you might need pricing for or questions let me know so I can get you those answers.

From: Jim Rook <14thstvet@gmail.com>
Sent: Wednesday, September 4, 2024 10:12 AM
To: Drewrey Daily <ddaily@cityofhutchins.org>
Subject: Pricing for services

You don't often get email from 14thstvet@gmail.com. [Learn why this is important](#)
Officer Drewrey Daily, Here are the prices for the services you asked for. If you need anything else please let me know.

Euthanasia - \$75.00

Euthanasia/Disposal - k-9/Feline

>0-84 pounds - \$100.00

>85-149 pounds - \$120.00

>Over 150 pounds - \$140.00

Quarantine - \$200.00

Rabies Testing - \$195.00

Rabie Vaccination - \$23.00

Hope you have a blessed and safe day.

-Lisa



VCA DeSoto Animal Hospital
200 N. Hampton Road | DeSoto, TX 75115 | (972) 223 - 4840

| Prepared: **9/4/2024 at 13:53** | Treatment Plan: **78235613**

Client

Hutchins Animal Control (#41115)

550 W Palestine St
Hutchins, TX 75141

Patient

Stray (#)

Species: Canine ()

Sex: | Color:

Birth: | Age: | Weight:

Detailed Information

Date	Description	Qty	Price	Discount	Total Low Price
Day 1	Exam/Consultation Well Patient	1	\$124.05	-\$74.43	\$49.62
	Rabies Vaccine 1yr Canine	1	\$43.50	-\$26.10	\$17.40
	DA2P-Pv Vaccine 1yr	1	\$60.80	-\$45.60	\$15.20
	Bordetella Intranasal Vaccine 1yr	1	\$52.05	-\$39.04	\$13.01
	Rabies Vaccine Purevax 1yr Feline	1	\$48.95	-\$29.37	\$19.58
	FVRCP Vaccine 1yr	1	\$65.70	-\$49.28	\$16.42
	FeLV Purevax Vaccine 1yr	1	\$68.90	-\$51.68	\$17.22
	Heartworm Test IH	1	\$116.65	-\$87.49	\$29.16
	FeLV/FIV Test	1	\$167.30	-\$125.48	\$41.82
	Idexx Parvo SNAP Test	1	\$98.90	-\$49.45	\$49.45
	Euthanasia	1	\$204.45	-\$153.34	\$51.11

Shelters/PetStore	\$731.26
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THIS TREATMENT PLAN AND ESTIMATE MAY RANGE FROM: \$319.99 to \$399.99*

Client

Initials: _____

AUTHORIZATION FOR MEDICAL AND/OR SURGICAL TREATMENT

I, the undersigned, certify that I am the owner, or authorized agent for the owner, of the animal, "**Stray**". I authorize the doctor on duty and assistants to perform the procedures listed in the above treatment plan and estimate, including administration of pain relief medications, sedatives and/or anesthetics, as well as any necessary and appropriate medical, radiological, surgical, diagnostic and/or emergency care for **Stray**.

I have been advised as to the nature of the procedures and the potential risks, and I understand the reason why such medical and/or surgical treatment is considered necessary, as well as its advantages, and possible complications, if any. I also understand that no guarantee of successful treatment can be made. In some cases, it is impossible to accurately estimate the

For information on how we collect and use information about you and your pet, and how you may opt-out of some uses, please see our Privacy Policy at vcahospitals.com/privacy-policy.

Thank you for trusting us with your pet's care. Your friends at VCA DeSoto Animal Hospital.



VCA DeSoto Animal Hospital
200 N. Hampton Road | DeSoto, TX 75115 | (972) 223 - 4840

| Prepared: **9/4/2024 at 13:53** | Treatment Plan: **78235613**

total charges involved because the total extent of the injuries or illness may not be immediately apparent. The results of blood tests, urinalysis, radiographs, etc. may be needed before the doctor can approximate a total expense. Additionally, it is impossible to accurately estimate the time an individual animal needs to respond to a treatment plan and this factor will affect the total cost. It is understood that these are estimated fees.

If additional treatment is needed that exceeds the estimated range, the hospital will contact me with an updated treatment plan and estimate to obtain my permission to proceed, and I will increase my deposit accordingly. In the event that any urgent care requirements arise and the hospital makes a reasonable attempt but is not able to contact me, I grant permission to render to **Stray** whatever emergency and life-stabilizing treatments are deemed necessary by hospital personnel and agree to pay for these emergency and life-stabilizing treatments even if they exceed this estimate. I understand that prices on this treatment plan and estimate are valid for **30** days from the document date.

If additional care is necessary, that exceeds the initial estimate, we will require payment of the current balance in full plus an additional **50.00%** of the new estimate.

Client Initials: _____

For hospitals not open 24 hours a day, please be advised that if your pet is hospitalized or otherwise stays overnight or after hours, there may be periods during which there are no personnel on the premises.

A MINIMUM DEPOSIT OF 50.00% OF THE ESTIMATE IS REQUIRED: \$160.00

I assume full financial responsibility for all charges and services incurred to Stray while in the hospital and agree to pay all such charges at the time of release of such patient.

I hereby certify that I have read and fully understand this authorization for medical and/or surgical treatment.

Important Patient/Client Information:

Phone numbers where you can be reached today:

Phone: _____ Call me ☐ Text me ☐ Notes: _____

Phone: _____ Call me ☐ Text me ☐ Notes: _____

What time did your pet last eat: _____

Employee notes/comments: _____

I hereby certify that I have read and fully understand this Treatment Plan Authorization. Signature of Owner or Responsible Agent Must be 18 years of age or older

For information on how we collect and use information about you and your pet, and how you may opt-out of some uses, please see our Privacy Policy at vcahospitals.com/privacy-policy.

Thank you for trusting us with your pet's care. Your friends at VCA DeSoto Animal Hospital.



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 200 N. Hampton Road | DeSoto, TX 75115 | (972) 223 - 4840

| Prepared: **9/4/2024 at 13:53** | Treatment Plan: **78235613**

Signature: _____ Print Name: _____ Date: _____

Employee Signature (If applicable below):

Signature: _____ Print Name: _____ Date: _____

Summary

Patient Name	Total Price	Discount	Total Tax	Low Total	High Total
Stray	\$1,051.25	-\$731.26	\$0.00	\$319.99	\$399.99*

Previous Balance:	\$0.00
Estimate Low Total:	\$319.99
Estimate High Total *:	\$399.99*
Grand Total range:	\$319.99 - \$399.99*

*APPLICABLE TAXES MAY BE ADDED TO HIGH TOTALS.

For information on how we collect and use information about you and your pet, and how you may opt-out of some uses, please see our Privacy Policy at vcahospitals.com/privacy-policy.

Thank you for trusting us with your pet's care. Your friends at VCA DeSoto Animal Hospital.

STATE OF TEXAS §
 §
 §
 COUNTY OF ELLIS §
 §

**AGREEMENT FOR ANIMAL
BOARDING SERVICES**

This Agreement for Animal Boarding Services (“Agreement”) is made by and between the City of Hutchins, Texas (“City”) and LovePuppy2 Pet Sitting LLC (“Contractor”) (each a “Party” and collectively the “Parties”), acting by and through their authorized representatives.

RECITALS:

WHEREAS, the City desires to engage the services of Contractor as an independent contractor and not as an employee in accordance with the terms and conditions set forth in this Agreement; and

WHEREAS, Contractor desires to provide animal boarding services, as set forth in Exhibit “A” attached hereto and incorporated herein, and in accordance with the terms and conditions set forth in this Agreement;

NOW THEREFORE, in exchange for the mutual covenants set forth herein and other valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

**Article I
Term**

1.1 The Term of this Agreement shall commence on September 17, 2024, and shall continue through January 31, 2025, unless sooner terminated provided herein.

1.2 Either Party may terminate this Agreement by giving thirty (30) days prior written notice to the other Party. In the event of such termination, Contractor shall be entitled to compensation for any services completed to the reasonable satisfaction of the City in accordance with this Agreement prior to such termination.

**Article II
Contract Documents**

2.1 This Agreement consists of the following items:

- A. This Agreement; and
- B. Contractor’s Scope of Services (attached as Exhibit “A”).

2.2 In the event there exists a conflict in interpretation, the documents shall control in the order listed above. These documents shall be referenced to collectively as "Contract Documents".

Article III Scope of Services

- 3.1 Contractor shall provide the services specifically set forth in Exhibit "A".
- 3.2 The City shall provide the following services:
- (a) Intake vaccinations for Distemper, Adenovirus, Parvovirus, Parainfluenza, and Bordetella upon intake of an animal;
 - (b) Arranging and providing rabies vaccinations for animals that will be housed at Contractor's facility awaiting adoption, foster, or transport; and
 - (c) Any veterinarian expenses incurred by Contractor for the care of an ill or injured animal brought to Contractor's facility by the City.

Article IV Compensation

- 5.1 City shall compensate Contractor in the monthly amount as set forth in Exhibit "A".
- 5.2 City shall pay Contractor within thirty (30) days of the receipt of a proper invoice provided there are no errors or discrepancies and that all work noted on the invoice has been completed. Any errors, discrepancies or the invoicing of work not completed may result in a delay in payment.

Article VI Relationship of Parties

It is understood and agreed by and between the Parties that in satisfying the conditions of this Agreement, Contractor is acting independently, and that the City assumes no responsibility or liabilities to any third party in connection with these actions. All services to be performed by Contractor pursuant to this Agreement shall be in the capacity of an independent contractor, and not as an agent or employee of the City. Contractor shall supervise the performance of its services and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement. As such, the City shall not: train Contractor, require Contractor to complete regular oral or written reports, require Contractor devote its full-time services to the City, or dictate Contractor's sequence of work or location at which Contractor performs its work.

Article VII Availability of Funds

If monies are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, this Agreement shall be canceled and Contractor may

only be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of services delivered under this Agreement or which are otherwise not recoverable. The cost of cancellation may be paid from any appropriations for such purposes.

Article VIII Miscellaneous

8.1 Entire Agreement. This Agreement constitutes the sole and only agreement between the Parties and supersedes any prior understandings written or oral agreements between the Parties with respect to this subject matter.

8.2 Authorization. Each Party represents that it has full capacity and authority to grant all rights and assume all obligations granted and assumed under this Agreement.

8.3 Assignment. Contractor may not assign this Agreement in whole or in part without the prior written consent of the City. In the event of an assignment by Contractor to which the City has consented, the assignee shall agree in writing with the City to personally assume, perform, and be bound by all the covenants, and obligations contained in this Agreement.

8.4 Successors and Assigns. Subject to the provisions regarding assignment, this Agreement shall be binding on and inure to the benefit of the Parties to it and their respective heirs, executors, administrators, legal representatives, successors and assigns.

8.5 Governing Law. The laws of the State of Texas shall govern this Agreement; and venue for any action concerning this Agreement shall be in Dallas County, Texas. The Parties agree to submit to the personal and subject matter jurisdiction of said Court.

8.6 Amendments. This Agreement may be amended by the mutual written agreement of the Parties.

8.7 Severability. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

8.8 Survival of Covenants. Any of the representations, warranties, covenants, and obligations of the Parties, as well as any rights and benefits of the Parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

8.9 Recitals. The recitals to this Agreement are incorporated herein.

8.10 Notice. Any notice required or permitted to be delivered hereunder may be sent by first class mail, overnight courier or by confirmed telefax or facsimile to the address specified below, or to such other party or address as either party may designate in writing, and shall be deemed received three (3) days after delivery set forth herein:

If intended for City:

Attn: James W. Quin
City Administrator
City of Hutchins
321 North Main Street
P. O. Box 500
Hutchins, Texas 76065
Telephone: 972-774-3481
jquin@cityofhutchins.org

With a copy to:

Joseph J. Gorfida, Jr.
Nichols | Jackson
500 North Akard Street
1800 Ross Tower
Dallas, Texas 75201
Telephone: 214-965-9900
jgorfida@nicholsjackson.com

If intended to Contractor:

Cindy Stinson
LovePuppy2 Pet Sitting LLC
5222 Lantern Lane
Dallas, Texas 75236
Telephone: 469-271-9401
Lovepuppy2@sbcglobal.net

8.11 Counterparts. This Agreement may be executed by the Parties hereto in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument. Each counterpart may consist of any number of copies hereof each signed by less than all, but together signed by all of the Parties hereto.

8.12 Exhibits. The exhibits attached hereto are incorporated herein and made a part hereof for all purposes.

8.13 Conflicts of Interests. Contractor represents that no official or employee of City has any direct or indirect pecuniary interest in this Agreement.

8.14 Force Majeure. No Party will be liable for any default or delay in the performance of its obligations under this Agreement if and to the extent such default or delay is caused, directly or indirectly, by fire, flood, earthquake, elements of nature or acts of God, riots, civil disorders, acts of terrorism or any similar cause beyond the reasonable control of such party, provided that the non-performing party is without fault in causing such default or delay. The non-performing Party agrees to use commercially reasonable efforts to recommence performance as soon as possible.

(signature page to follow)

EXECUTED this _____ day of _____, 2024.

City of Hutchins, Texas

By: _____
James W. Quin, City Administrator

Approved as to form:

By: _____
Joseph J. Gorfida, Jr., City Attorney
(09-09-2024: 4864-3585-8914, v. 1)

EXECUTED this _____ day of _____, 2024.

LovePuppy2 Pet Sitting LLC

By: _____
Name: _____
Title: _____

LovePuppy2 Pet Sitting LLC

5222 Lantern Lane

Dallas, TX 75236

Land Line: 972-296-3165

Cell: 469-271-9401

Section F, Item12.

Rescue Boarding Information and Contract

Rescue/Owner:

Name: _____

Name of Rescue: _____

Owner Address: _____

Owner Cell Phone: _____

Owner Email: _____

State & Driver's License #: _____

Name/Breed/Age of Dogs/ Age of cats

This agreement covers all rescues that board multiple dogs throughout various dates.

All rescuers must provide proof of 501c3 documentation.

Medical issues/history documentation if available shall be provided to LovePuppy2 Pet Sitting LLC.

Veterinary Name: Phone: _____

Address: _____

Emergency Contact/Someone who can pick the dog up if needed or as a second contact for an emergency.

—

Provide any and all known information about each rescue dog to LovePuppy2 Pet Sitting LLC.

Human-aggressive dogs will have to board in kennels 14 and 15 where Lovepuppy2 Staff can manage their care. Lovepuppy2 only asks for Hutchings City to handle Human-Aggressive dogs when it is time to check in or check out for transport. LovePuppy2 Pet Sitting LLC requests that the City of Hutchins Kennel #15 as a first choice and use Kennel 14 for new intake to give the dog a chance to settle in. Any new intake dogs can be moved when needed except Human-aggressive dogs.

Severe destruction over \$100.00 of property will be charged back to the rescue/owner.

LovePuppy2 Pet Sitting LLC Rescue Information and contract. Pages 1 – 4.

The owner will be notified to come pick up destructive dogs within 24 hours.

Section F, Item 12.

LovePuppy2 Pet Sitting LLC will provide food/snacks.

LovePuppy2 Pet Sitting LLC regular business hours are below. The City of Hutchins will have 24/7-hour access.

M-F 7am – 12pm & 2pm – 7pm

Sat 7am – 12pm & 2pm – 4pm

Sun 4pm – 7pm.

Our Phone: 469-271-9401 or Land Line 972-296-3165

The city of Hutchins will have access to the property 24/7 for 5 – 6 months. An extension of dates is optional, please notify Lovepuppy2 pet Sitting owner Cindy Stinson to make arrangements to extend the contract. A gate key and boarding facility key will be available to enter the property 24/7. The main home is used for boarding dogs and cats. Lovepuppy2 pet Sitting owner Cindy Stinson and husband lives in the garage conversion on the property attached to the main home.

List any other information you would like us to be aware of.

Contract

The City of Hutchins, _____ is the legal/guardian of the city shelter dog(s) and agree to enlist the services of LovePuppy2 Pet Sitting LLC, to care for The City of Hutchins dog(s) in their absence.

Please initial you have read the policies listed below:

_____ The City of Hutchins will supply LovePuppy2 Pet Sitting LLC current vaccination records as during my dogs(s) stay. The required vaccinations to board are Bordetella, DHP includes Parvo/Distemper and Rabies. LovePuppy2 Pet Sitting LLC understands that The City of Hutchins Animal Shelter rescues dogs off the streets without any vaccination records. Therefore, The City of Hutchins agrees to vaccinate the Bordetella, DHP includes Parvo and Distemper after the dog has had a chance to settle into boarding and it is a safe situation for The City of Hutchins ACO to handle the dog; estimated time 2 – 5 days and vaccinate for Rabies within 2 – 5 days.

_____ The City of Hutchins Aco will give the vaccinations and bathing after the dog has had a chance to settle in providing it is a safe situation for The City of Hutchins ACO to handle the dog estimated time 2 – 5 days. Lovepuppy2 Pet Sitting LLC will provide a place to bathe the animals for The City of Hutchins.

_____ The City of Hutchins agrees to Pay \$15.00 per day per dog per month for kennel space. LovePuppy2 Pet Sitting LLC to keep nine kennels open for the City of Hutchins to be used for animal intake. Any

LovePuppy2 Pet Sitting LLC Rescue Information and contract. Pages 1 – 4.

additional fees for Flea and Tick Control or preventative heart worm medications will be billed per the agreement.

_____ The City of Hutchins understand payment is a monthly invoicing sent via email due on the 1st business day of the month for services rendered. LovePuppy2 Pet Sitting LLC agrees to prorate charges for partial months.

_____ No dog is to be abandoned or refused to pay for services at LovePuppy2 Pet Sitting LLC. Legal action will be taken for any dog abandoned or services not paid for at LovePuppy2 Pet Sitting LLC.

_____ Lovepuppy2 pet sitting LLC agrees to provide food and snacks for The City of Hutchins Shelter dogs.

_____ **Human-aggressive dog(s) will have to go into kennel 15** where LovePuppy2 Pet Sitting LLC Staff can manage their care. LovePuppy2 Pet Sitting LLC only asks for the City of Hutchings ACO to evaluate Human-Aggressive dog(s) 2 – 5 days after the Dog(s) have had a chance to settle into Boarding. The City of Hutchins will handle them when it is time to check in or check out for transport. LovePuppy2 Pet Sitting LLC **only asks for Hutchings City to handle Human-Aggressive dogs when it is time to check in or check out for transport.**

_____ The City of Hutchins agrees not to bring quarantine animals to LovePuppy2 Pet Sitting LLC. All quarantined animals will be quarantined at a local vet or at home quarantine by the staff of the City of Hutchins in accordance with State Law at The City of Hutchins expense. Once the dog has been medically cleared the pet is welcome to return to LovePuppy2 Pet Sitting LLC boarding.

_____ If parasites internal or external rescue/owner gives LovePuppy2 Pet Sitting LLC permission to treat with approved medication for the parasites including Fleas, Flea Larva and Ticks. A charge of \$15.00 will be applied. The City of Hutchins can provide medication in advance for LovePuppy2 Pet Sitting LLC to administer at no charge.

_____ Monthly heartworm and flea/tick prevention medication is given to each dog, Pyrantel Pamoate, Praziquantel, and Ivermectin at the cost of \$5.00. All dogs must be on monthly Preventative. If The City of Hutchins does NOT want LovePuppy2 Pet Sitting LLC to administer the medication in stock, the rescue must provide the monthly medication or document on the paperwork the date it was administered.

_____ Any Transport to appointments will be the responsibility of the City of Hutchins.

_____ LovePuppy2 Pet Sitting LLC will provide a bathing area with warm water for a Hutchins Officer to bathe a pet.

_____ Accommodations are at the discretion of LovePuppy2 Pet Sitting LLC Kennels for the sa
comfort of the dogs.

Section F, Item12.

All dogs will come inside during inclement weather, i.e. under 40 degrees and above 90 degrees including
feels like temps, thunderstorms, freezing temps, weather heat advisory.

_____ In case of an emergency LovePuppy2 Pet Sitting LLC will contact the City of Hutchins first. If The
City of Hutchins is unable to be reached the emergency contact will be called. If The City of Hutchins
person is not available, LovePuppy2 Pet Sitting LLC will contact The City of Hutchins veterinarian listed
for medical assistance. If the listed
veterinarian cannot be reached, LovePuppy2 Pet Sitting LLC will take the dog to the nearest emergency
animal clinic.

_____ The cost of medical care is the responsibility of The City of Hutchins for their own dogs.

_____ The contract begins between The City of Hutchins and LovePuppy2 Pet Sitting LLC September 17th,
2024, to January 17th 2025. The City of Hutchins will give notice if services need extending. Either party
can discontinue this agreement at any time with a 30-day written notice.

“Hold Harmless” Agreement & Liability release for LovePuppy2 Pet Sitting LLC

RESPONSIBILITY & LIABILITY:

_____ The City of Hutchins understands LovePuppy2 Pet Sitting LLC, will do everything in their power to
provide The City of Hutchins dogs(s) a safe environment with food, water, clean living quarters, but will
hold harmless from any acts of nature/GOD, i.e. tornado, etc.

The City of Hutchins agrees to leave dogs for BOARDING, AT THEIR OWN RISK. The City of Hutchins has
researched the facility, The City of Hutchins AGREES with the outside exercise, all LovePuppy2 Pet
Sitting LLC policies & procedures. The City of Hutchins **understand that ALL dogs CAN & DO BITE;**
and The City of Hutchins is **aware of (1) the risk of injury to my pet & (2) that** The City of Hutchins is
responsible for any INJURY, Physical or Financial Damages caused by my pet. The City of Hutchins
will **NOT hold** LovePuppy2 Pet Sitting LLC or employees, responsible should an **ACCIDENT, INJURY,**
ILLNESS, DEATH, or LOSS of The City of Hutchins **pets occur while in their care.**

MEDICAL TREATMENT:

The City of Hutchins emergency contact will be notified for all medical conditions. In The City of
Hutchins absence, The City of Hutchins gives permission to LovePuppy2 Pet Sitting LLC to act on my
behalf in case of an **EMERGENCY** or apparent health related issue. The City of Hutchins also give
permission to my pet to be transported by car to (1) The City of Hutchins personal veterinarian, (2)
Emergency Animal Clinic for any situation where medical assistance is needed while in the care of
Lovepuppy2. The City of Hutchins **agree to reimburse** LovePuppy2 Pet Sitting LLC for all charges
incurred for any medical care. The City of Hutchins **WILL NOT seek retribution from** LovePuppy2 Pet

Sitting LLC **should an ACCIDENT, INJURY, ILLNESS, DEATH, OR LOSS of** The City of Hutchins Section F, Item12.
occur during or following ANY services rendered by LovePuppy2 Pet Sitting LLC or its employees.

VACCINATIONS/OVERALL HEALTH:

The City of Hutchins, the owner, will vaccinate their pet according to the contract. The City of Hutchins also understand that The City of Hutchins **pets are still susceptible to other illnesses due to AGE, STRESS, Nutrition Levels, Immune System, and exposure to other dogs.**

Failure to sign and return the agreement does not indicate no contract has taken place. Once a dog arrives and stays on our property, it creates a binding verbal contract and receipt of this contract is sent via email.

The City of Hutchins agrees to the above conditions of the service:

Signature of The City of Hutchins. _____

Date _____

Revised Date 09/11/2024.



STAFF REPORT

MEETING DATE: September 16, 2024

MEETING TYPE: City Council

SUBMITTED BY: Maria Joyner

AGENDA CAPTION: Consider action to ratify the property tax increase as reflected in the FY 2024-2025 City of Hutchins Budget.

Presented by: Maria Joyner, Director of Finance

Background Information

This item is a procedural requirement of the Legislature as part of adopting the tax rate for the City Of Hutchins.

Pursuant to the requirements of HB 3195, it is necessary for the City Council to vote to ratify the property tax increase as reflected in the FY 2024-2025 Budget. This vote is a procedural requirement of HB 3195.

Section 102.007, Local Government Code, Subsection (c), reads as follows: "Adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. A vote under this subsection is in addition to and separate from the vote to adopt the budget or vote to set the tax rate required by Chapter 26, Tax Code, or other law."

If the \$0.630082 tax rate is adopted, this budget will raise more total property taxes compared to last year by \$1,979,207, or 28.04%, and, of that amount, \$1,152,551 is tax revenue to be raised from new properties added to the tax roll this year.

Budget Implications

This budget will raise more revenue from property taxes than last year's budget by an amount of \$1,979,207, which is a 28.04 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,152,551.

Staff Recommendation

Staff recommends that the City Council approve the ratification of the property tax increase as reflected in the FY 2024-2025 City of Hutchins Budget

Supporting Documentation and Attachments