



**CITY OF HUTCHINS
CITY COUNCIL MEETING
AGENDA**

**Tuesday, January 02, 2024 at 6:00 PM
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Meeting of the Hutchins City Council to be held on Tuesday, January 2, 2024, with a Work Session at 6:00 p.m. and a Regular Session at 6:30 p.m. at Hutchins City Hall Council Chambers, located 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. WORK SESSION - 6:00 p.m.

1. Discuss Roadway Impact Fees

B. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

C. INVOCATION AND PLEDGE OF ALLEGIANCE

D. 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.*

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

2. Consider approval of city council meeting minutes for November 2023 and December 2023.

F. PRESENTATIONS

G. 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.*

3. Southaven Sewer Project

4. Discuss and Consider a Resolution of the City Council of the City of Hutchins, Texas, authorizing the City Administrator to purchase one Lemur 2 Drone Basic Kit from Brinc Drones, Inc., in the amount of \$14,999.00

H. ITEMS OF COMMUNITY INTEREST

5. Atwell Public Library Board Meeting - NO MEETING IN JANUARY

Parks and Recreation Board - NO MEETING IN JANUARY

Planning and Zoning Commission Meeting, Thursday, January 18, 2024, at 6:00 p.m. City Hall Council Chambers, 321 N. Main St.

Boards and Commissions Recruitment Event, Thursday, January 18, 2023 at 6:30 p.m., Hutchins Community Center, 500 W. Hickman. RSVP by Thursday, January 7, 2024, by contacting Cynthia Olguin at colguin@cityofhutchins.org or 972-225-7435.

City offices are closed on Monday, January 15, 2024, in observance of the MLK Jr. Holiday.

City Council Meeting, Tuesday, January 16, 2024 6:30 p.m.

Wednesday, January 17, 2024, through Friday, February 16, 2024 - Period for filing an application for a place on the ballot for the City of Hutchins May 4, 2024, General Election to elect a mayor and two council members at large.

I. ADJOURN

CERTIFICATION

I certify that a copy of the January 2, 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, December 29, 2023, before 6:30 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 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: 1/2/24

MEETING TYPE: City Council

SUBMITTED BY: Robert McWayne

AGENDA CAPTION: Discuss Roadway Impact Fees

Background Information

In 2018 City Council approved and adopted the 2018 Roadway Impact Fee update which included charging impact fees based on total acreage in lieu of charging the fees based on the square footage of the proposed facility. It has been brought to staffs attention that this may be something council would like to discuss and potentially change. Staff has compared the 2023 fees to other cities in the metroplex and found that Hutchins has actually been lower than other cities in the area.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

N/A

Supporting Documentation and Attachments

City of Lancaster Fee Schedule

Sec. 10.1300 Roadway Impact Fee

(Reference Exhibit B of Ordinance)

(Ordinance 2003-12-42 adopted 12/8/03)

(Ordinance 2012-08-25 adopted 8/27/12)

(Ordinance 2021-07-27 adopted 7/12/21)

Roadway Impact Fees are imposed upon any new development (which includes expansion of existing facilities) to generate revenue for funding or recouping the costs of capital improvements or facility expansions to these systems necessitated by or attributable to the new developments' demand on these systems. The Roadway Impact Fees are calculated using Service Units, which are a standardized measure of consumption or use (supply and demand) of the roads in the city by new development and are calculated in accordance with generally accepted engineering or planning standards for Roadway Systems' capital improvements or facility expansion. **The total impact fee due is determined by the land use, the location of the development, and the square footage of the building.**

Collection Rate

Category	2012 Impact Fee Update			2018 Impact Fee Update				
	Maximum Allowable Impact Fee	Adopted Collection Rate	% of Maximum Allowable	Calculated	Proposed Year 1 and 2		Proposed Year 3 and Beyond	
				Maximum Allowable Impact Fee	Collection Rate	% of Maximum Allowable	Collection Rate	% of Maximum Allowable
Water	\$1,532	\$1,532	100%	\$1,563	\$1,563	100%	\$1,689	100%
Wastewater	\$1,165	\$1,165	100%	\$2,514	\$2,514	100%	\$2,514	100%
Roadway Service Area 1	\$915	Res: \$315	34.4%	\$1,238	Res: \$346	28.0%	Res: \$363	29.0%
		Non-Res: \$158	17.2%		Non-Res: \$220	17.8%	Non-Res: \$230	18.6%
Roadway Service Area 2	\$876	Res: \$420	47.9%	\$1,257	Res: \$462	36.8%	Res: \$485	38.5%
		Non-Res: \$210	24.0%		Non-Res: \$260	20.7%	Non-Res: \$275	21.9%
Roadway Service Area 3	\$913	Res: \$420	46.0%	\$1,274	Res: \$462	36.3%	Res: \$485	38.1%
		Non-Res: \$210	23.0%		Non-Res: \$260	20.4%	Non-Res: \$275	21.6%

ORDINANCE NO. 3356

AN ORDINANCE OF THE CITY OF WAXAHACHIE, TEXAS, APPROVING REVISED COLLECTION SCHEDULES FOR WATER, WASTEWATER, AND ROADWAY IMPACT FEES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 395, Tex. Loc. Gov't Code, provides procedures for adopting and updating land use assumptions, capital improvements plans, and impact fees; and

WHEREAS, the City Council for the City of Waxahachie, Texas, adopted land use assumptions, capital improvements plans and impact fees for water and wastewater facilities in accordance with statutory procedures and established provisions for administering its impact fee program through Ordinance No. 2092, adopted August 20, 2001; and

WHEREAS, the City Council for the City of Waxahachie, Texas, adopted land use assumptions, a capital improvement plan and impact fees for roadway facilities in accordance with statutory procedures and established provisions for administering its impact fee program through Ordinance No. 2494, adopted November 17, 2008; and

WHEREAS, the City Council last approved updated land use assumptions and capital improvements plans for water and wastewater facilities by Ordinance No. 3239, adopted December 7, 2020; and

WHEREAS, the City last updated its Water and Wastewater Schedule 1 and 2 rates for collecting impact fees by Ordinance No. 3239, adopted December 7, 2020; and

WHEREAS, the City Council last approved updated land use assumptions and capital improvements plans for roadway facilities by Ordinance No. 3239, adopted December 7, 2020, 2015; and

WHEREAS, the City last updated its Roadway Schedule 1 and 2 rates for collecting impact fees by Ordinance No. 3239 adopted December 7, 2020; and

WHEREAS, the City of Waxahachie has appointed an Impact Fee Capital Improvements Advisory Committee to advise the City Council concerning amendments to and adoption of the land use assumptions, impact fee capital improvements plans, and impact fees for water, wastewater, and roadway facilities; and

WHEREAS, the City has retained consultants to prepare and/or update land use assumptions, capital improvements plans, and impact fees for water, wastewater, and roadway facilities; and

WHEREAS, the capital improvements plans and impact fees for water, wastewater, and roadway facilities were prepared by a qualified professional engineer; and

WHEREAS, notice has been published, public hearing held, and the written recommendations of the Impact Fee Capital Improvements Advisory Committee received concerning revised land use assumptions, impact fee capital improvements plans, and the assessment of impact fees for water, wastewater, and roadway facilities; and

WHEREAS, the City Council finds that it is in the best interest of the citizens of the City to adopt updated land use assumptions, capital improvements plans, and impact fees for water, wastewater and roadway facilities; and

WHEREAS, the City Council finds that in all things the City has complied with Chapter 395 of the Texas Local Government Code in the notice, adoption, promulgation, and methodology necessary to adopt impact fees; and

WHEREAS, this ordinance is intended to and satisfies the statutory requirements for adoption of land use assumptions, capital improvements plans and impact fees; and

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

Section 1. Schedule Two. Schedule 2 for water, wastewater, and roadway facilities is hereby updated, setting forth the maximum collection rate per service unit to be charged against new development for water, wastewater, and roadway facilities, which schedule is attached hereto as Exhibit A, and is incorporated herein by reference as if fully set forth. City Council may increase or decrease the maximum collection rate for water, wastewater, and roadway facilities, but in no event may the maximum collection rate be set higher than the maximum assessment rate for water, wastewater, and roadway facilities.

Section 2. Provisions Cumulative; Conflicts. This ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Waxahachie, and this ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this ordinance, in which event such conflicting provisions, if any in such other ordinance or ordinances are hereby superseded.

Section 3. Severability. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional, such holding shall not affect the validity of any other section, sentence, clause or phrase of this ordinance. The remaining portions of this ordinance.

Section 4. Effective Date. This ordinance shall become effective thirty (30) days after approval. The collection rates to the maximums will start on April 1, 2023.

CITY OF WAXAHACHIE, TEXAS:

PASSED, APPROVED AND ADOPTED on this 19th day of December, 2022.


CHRIS WRIGHT, MAYOR PRO TEM



ATTEST:


AMBER VILLARREAL, CITY SECRETARY

APPROVED AS TO FORM


ROBERT F. BROWN, CITY ATTORNEY

EXHIBIT A

CITY OF WAXAHACHIE
 SCHEDULE 2
 WATER AND WASTEWATER IMPACT FEE
 MAXIMUM COLLECTION RATE

Meter Type	Meter Size	Land Use Equivalency	Rate to be Charged		
			Water	Wastewater	Total
Simple	5/8" X 3/4"	1	\$3,275.00	\$3,781.00	\$7,056.00
Simple	1"	2.5	\$8,187.00	\$9,452.00	\$17,639.00
Simple	1-1/2"	5	\$16,373.00	\$18,905.00	\$35,278.00
Simple	2"	8	\$26,197.00	\$30,248.00	\$56,445.00
Compound	2"	8	\$26,197.00	\$30,248.00	\$56,445.00
Turbine	2"	10	\$32,746.00	\$37,810.00	\$70,556.00
Compound	3"	16	\$52,394.00	\$60,496.00	\$112,890.00
Turbine	3"	24	\$78,591.00	\$90,743.00	\$169,334.00
Compound	4"	25	\$81,865.00	\$94,524.00	\$176,389.00
Turbine	4"	42	\$137,534.00	\$158,801.00	\$296,335.00
Compound	6"	50	\$163,731.00	\$189,049.00	\$352,780.00
Turbine	6"	92	\$301,264.00	\$347,849.00	\$649,113.00
Compound	8"	80	\$261,969.00	\$302,478.00	\$564,447.00
Turbine	8"	160	\$523,938.00	\$604,955.00	\$1,128,893.00
Compound	10"	115	\$376,580.00	\$434,812.00	\$811,392.00
Turbine	10"	250	\$818,653.00	\$945,243.00	\$1,763,896.00
Turbine	12"	330	\$1,080,621.00	\$1,247,720.00	\$2,328,341.00

**CITY OF WAXAHACHIE
SCHEDULE 2
ROADWAY IMPACT FEE
MAXIMUM COLLECTION RATE**

Roadway Service Area	Maximum Collection Impact Fee Rate	Percentage of Maxium Assessment Impact Fee Rate*
1	\$1,095.00	100%
2	\$1,130.00	100%
3	\$1,348.00	100%
4	\$1,193.00	100%
5	\$1,221.00	100%
6	\$923.00	100%
7	\$1,463.00	100%

§ 26.02.007. Impact fees adopted.

(a) A water impact fee shall be assessed and charged against new development in the service area as set forth below.

Meter Size (Based on Water Meter)	Maximum Continuous Operating Capacity (GPM)*	Service Units	Maximum Assessable Water Impact Fee	Collection Rate
3/4"	\$4,478.00	1	\$2,354.00	\$1,657.00
1"	\$7,478.00	1.67	\$3,930.00	\$2,767.00
1-1/2"	\$14,912.00	3.33	\$7,835.00	\$5,518.00
2"	\$23,868.00	5.33	\$12,541.00	\$8,832.00
3"	\$104,472.00	23.33	\$54,895.00	\$38,658.00
4"	\$194,032.00	43.33	\$101,955.00	\$71,798.00
6"	\$417,932.00	93.33	\$219,605.00	\$154,648.00
8"	\$716,480.00	160	\$376,480.00	\$265,120.00
10"	\$1,044,852.00	233.33	\$549,259.00	\$386,628.00

* Operating capacities obtained from American Water Works Association (ASSA) C-700-15 and C-701-15

(b) A wastewater impact fee shall be assessed and charged against new development in the service area as set forth below.

Meter Size (Based on Water Meter)	Maximum Continuous Operating Capacity (GPM)*	Service Units	Maximum Assessable Wastewater Impact Fee	Collection Rate
3/4"	15	1	\$1,922.00	\$1,913.00
1"	25	1.67	\$3,210.00	\$3,195.00
1-1/2"	50	3.33	\$6,400.00	\$6,370.00
2"	80	5.33	\$10,244.00	\$10,196.00
3"	50	23.33	\$44,840.00	\$44,630.00
4"	650	43.33	\$83,280.00	\$82,890.00
6"	1400	93.33	\$179,380.00	\$178,540.00
8"	2400	160	\$307,520.00	\$306,080.00
10"	3500	233.33	\$448,460.00	\$446,360.00

* Operating capacities obtained from American Water Works Association (ASSA) C-700-15 and C-701-15

(c) A roadway impact fee shall be assessed and charged against new development in

the service area as set forth below.

Service Area	Maximum Fee Per Service Unit (per Vehicle-Mile)	Collection Rate Per Service Unit (per Vehicle-Mile)
1	\$2,091	\$1,225
2	\$1,776	\$1,225
3	\$2,053	\$1,225

- (d) The collection rates per service unit will be reduced their total impact fees due based on the following conditions:
- (1) Nonprofits will be reduced by 75%. The nonprofit must be 501(c)(3) and the owner of the building.
 - (2) Dining uses identified in the impact fee study's LUVMET will be reduced by 50%.
 - (3) Other retail uses identified in the impact fee study's LUVMET will be reduced by 50%.
 - (4) Institutional uses identified in the impact fee study's LUVMET will be exempt from impact fees.



**2023 ROADWAY
IMPACT FEE
ADDENDUM**

Disclaimer: All data, information, calculations, and recommendations in this report are based upon study years 2016 – 2026 and prior study dated 7-1-18.

Prepared by:

Bartlett & West

4500 Mercantile Plaza Drive, Suite 301

Fort Worth, Texas 76137



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APPENDIX A Roadway Cost Estimates

1.1 Introduction

This document is an update/addendum to the 2016 and 2018 Roadway Impact Fee Studies and Updates, in accordance with the requirements of Chapter 395.052 of the Local Government Code for the City of Hutchins. The parameters of this update include removing certain streets that have been reconstructed since the last update in 2018 and adding roadways identified in the CIP along with construction costs. We were also requested to update the construction cost of traffic signals identified in the 2018 update. All other data remains the same as the 2018 update, including Population Assumptions, Land Use Planning Assumptions, and Existing and Future Capacity, Demand, Deficiencies and Projected New Demand. The 2018 update document, prepared by Bannister Engineering is included for reference (noted in this document as “2018 update”).

For ease of reference, this 2023 addendum uses the same table numbers as the 2018 update, with the updated tables noted (see List of Tables).

List of Tables		Location
Table 1.1 (updated)	Maximum Allowable Roadway Impact Fee Summary	2023 report
Table 2.1	Existing Land Use Summary within Existing Corporate Limits	2018 report
Table 2.2	Historical Population Summary	2018 report
Table 2.3	Baseline Building Square Footage per Non-Residential Use	2018 report
Table 2.4	Ultimate Land Use Assumptions within Existing Corporation Limits & ETJ	2018 report
Table 2.5	Ultimate (Build Out) Population Projection	2018 report
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Table 2.7	10-Year Population Projection	2018 report
Table 2.8	10-Year Building Square Footage Projections per Non-Residential Use	2018 report
Table 2.9	Baseline vs 10-Year Building Square Footage Projections per Non-Residential Use	2018 report
Table 3.1	Increase in Building Square Footage and Population for years 2016-2026	2018 report
Table 3.2	Roadway Facility Vehicle-Mile Capacities	2018 report
Table 3.3	Existing Capacity and Demand	2018 report
Table 3.4	Existing Capacity and Deficiencies	2018 report
Table 3.5	Projected Vehicle-Miles of New Demand	2018 report
Table 3.6 (updated)	Summary of Roadway Cost Estimates	2023 report
Table 3.7 (updated)	Summary of Roadway Impact Fee Costs	2023 report
Table 3.8 (updated)	Projected Vehicle-Miles of New Capacity (Supply)	2023 report
Table 3.9 (updated)	Vehicle-Miles of Existing Demand on CIP Roadways	2023 report
Table 3.10 (updated)	Calculation of Maximum Roadway Impact Fees per Service Unit	2023 report
Table 3.11	Land-Use Vehicle-Mile Equivalency Table.	2018 report

1.2 Maximum Allowable Roadway Impact Fee

The updated cost, including finance costs of the roadway capital improvements that serve growth projected from new developments for years 2016 to 2026 is \$106,134,664. Finance costs are



2023 Addendum to 2018 Roadway Impact Fee

based on 5% interest over 20-year bonds. The projected increase in the number of roadway service units for the ten (10) year impact fee period is derived from the 2018 update and remains at 39,059. The maximum allowable roadway impact fee calculation is shown in Table 1.1 (updated), below:

Table 1.1 (updated)
Maximum Allowable Roadway Impact Fee Summary

Maximum Roadway Impact Fee	=	$\frac{\text{Cost of Net Capacity Attributable to New Growth}}{\text{Total Vehicle Miles of New Demand in 10 year Period}}$
	=	$\frac{\$ 106,134,664}{39059}$
Calculated Maximum Roadway Impact Fee*	=	\$ 2,717.29
The Maximum Allowable Roadway Impact Fee is 50% of the Calculated Maximum Roadway Impact Fee		
Maximum Allowable Roadway Impact Fee - \$2717.29 x 50% = \$1358.65		

2.0 LAND USE PLANNING ASSUMPTIONS

See 2018 Roadway Impact Fee Update for this entire section.

3.0 ROADWAY CAPITAL IMPROVEMENT PLAN (CIP) AND IMPACT FEE ANALYSIS

See 2018 Roadway Impact Fee Update for Section 3.1 through Section 3.8, page 23 of the 2018 Update.

3.8 (page 23) Capital Improvement Plan (CIP)

The Capital Improvement Plan from the 2018 Update was amended as shown in Table 3.6a below. Projects shown lined through have been reconstructed and removed from the listing and calculations, those shown in bold are new projects and the italicized project costs have been updated. **Note: The original street projects that remain on the list from the 2018 update have not had project costs updated.**

Table 3.6a - Updated CP

Roadway	From	To	Length (Feet)	Length (Miles)	Type	# of Lanes	Veh-M Capacity Pk-Hr Per Lane	Existing Peak-Hour Volume-Direction		% in Service Area	Veh-M Total Supply Peak-Hour	Veh-M Total Demand Peak-Hr	Excess Capacity Peak-Hour Veh-M	Total Project Cost	Total Project Cost With Financing
								A	B						
East Cleveland Street	Myron Goff Street	2900' E. of Myron Goff	2900	0.66	C4U	4	440	224	284	100%	967	277	689	\$ 1,470,823	\$ 2,329,627
East Cleveland Street	2900' E. off Myron Goff	City Limits	3315	0.63	C4U	4	440	80	74	100%	1105	97	1008	\$ 2,729,641	\$ 4,148,074
Skyline Drive	Oak Creek Drive	Trout Road	3790	0.7	C4U	4	440	50	70	100%	1233	84	1148	\$ 2,653,394	\$ 4,032,070
E. Wintergreen Road	1-45 Jug Handle	435' east of N. Goode Road	1450	0.27	C4U	4	440	73	97	100%	483	47	437	\$ 400,000	\$ 633,558
E. Wintergreen Road	435' east of N. Goode Road	1,500' east of Goode Road	1065	0.2	C4U	4	440	25	24	100%	355	10	345	\$ 498,302	\$ 789,257
E. Wintergreen Road	1,500' east of Goode Road	Trout Road	1750	0.33	M4D	4	625	25	24	100%	829	16	812	\$ 1,399,031	\$ 2,094,143
W. Wintergreen Road	620' East of RR Bridge	Vanderbilt Road	1740	0.33	M4D	6	700	162	166	100%	4384	405	4279	\$ 947,744	\$ 1,501,126
W. Wintergreen Road	Vanderbuilt Road	Proposed Inland Port Way	3325	0.63	M4D	4	625	162	166	100%	4674	200	4374	\$ 3,260,000	\$ 6,147,656
E. Wintergreen Road	Proposed Inland Port Way	Lancaster-Hutchins Road	6350	1.2	M4D	4	625	166	133	100%	3007	360	2647	\$ 2,000,000	\$ 3,375,840
Lancaster-Hutchins Road	South City Limit	Pinto Road	4500	0.85	C4U	4	440	257	171	100%	1500	365	1135	\$ 3,225,967	\$ 4,902,296
Lancaster-Hutchins Road	Proposed Pinto Road	Ji Lemon Road	7100	1.34	M4D	4	625	375	178	100%	3362	744	2618	\$ 5,928,526	\$ 8,896,173
Dowdy Ferry Road	1-45 Service Road	Bridge Approach	7390	1.38	M4D	4	625	N/A	N/A	100%	3456	494	2963	\$ 13,174,388	\$ 20,866,848
S. Main-Millers Ferry Road	W. Palestine	City Limit	10930	2.07	M4D	4	625	N/A	N/A	100%	5175	213	4962	\$ 18,738,946	\$ 29,680,522
W. Palestine Road	Main Street	Lancaster-Hutchins Road	3730	0.72	C4U	4	440	N/A	N/A	100%	1263	188	1075	\$ 7,022,410	\$ 11,122,761
E. Palestine Road	Main Street	1-45 Service Road	1370	0.26	C4U	4	440	N/A	N/A	100%	457	677	-220	\$ 2,686,472	\$ 4,270,929
N. JJ Lemmon Road	Lancaster-Hutchins Road	1-20 Service Road	5333	1.01	C3U	3	400	N/A	N/A	100%	1212	235	977	\$ 6,584,482	\$ 10,429,145
Finn-Goode Road	1-45 Service Road	W. Wintergreen	8131	1.54	C4U	4	440	N/A	N/A	100%	2710	43	2668	\$ 11,982,613	\$ 18,947,623
Signal	Lancaster-Hutchins	W. Wintergreen Road												\$ 425,591	\$ 674,091
Signal	W. Wintergreen Road	1-45 East and West Jug Handle												\$ 868,739	\$ 1,375,991
Signal	E. Palestine Road	1-45 East and West Service Roads												\$ 751,466	\$ 1,120,227
											24915	3488	21427	\$ 78,406,574	\$ 123,397,377

2023 Addendum to 2018 Roadway Impact Fee

The following costs were included in the 10-year CIP Projects:

- Probably Opinion of Construction price
- Surveying and engineering fees
- Fees paid for the preparation of the CIP
- Projected interest charges and other financing costs (5% interest for 20 years)
- 5% fee for ROW/Easement Acquisition

Table 3.6 (updated)
Summary of Roadway Opinion of Costs

Roadway	From	To	Total Project Cost	Total Project Cost With Financing*	Update Notes
East Cleaveland Street	2900' E. off Myron Goff	City Limits	\$ 2,729,641	\$ 4,148,074	a
E. Wintergreen Road	1-45 Jug Handle	435' east of N. Goode Road	\$ 400,000	\$ 633,558	a
E. Wintergreen Road	435' east of N. Goode Road	1,500' east of Goode Road	\$ 498,302	\$ 789,257	a
E. Wintergreen Road	1,500' east of Goode Road	Trout Road	\$ 1,399,031	\$ 2,094,143	a
E. Wintergreen Road	Proposed Inland Port Way	Lancaster-Hutchins Road	\$ 2,000,000	\$ 3,375,840	a
Lancaster-Hutchins Road	South City Limit	Pinto Road	\$ 3,225,967	\$ 4,902,296	a
Lancaster-Hutchins Road	Proposed Pinto Road	jj Lemon Road	\$ 5,928,526	\$ 8,896,173	a
Dowdy Ferry Road	I-45 Service Road	Bridge Approach	\$ 13,174,388	\$ 20,866,848	b
S. Main-Millers Ferry Road	W. Palestine	City Limit	\$ 18,738,946	\$ 29,680,522	b
W. Palestine Road	Main Street	Lancaster-Hutchins Road	\$ 7,022,410	\$ 11,122,761	b
E. Palestine Road	Main Street	I-45 Service Road	\$ 2,696,472	\$ 4,270,929	b
N. JJ Lemmon Road	Lancaster-Hutchins Road	1-20 Service Road	\$ 6,584,492	\$ 10,429,145	b
Finn-Goode Road	I-45 Service Road	W. Wintergreen	\$ 11,962,613	\$ 18,947,523	b
<i>New Signal</i>	<i>Lancaster-Hutchings at W. Wintergreen Road</i>		\$ 425,591	\$ 674,091	c
<i>New Signal</i>	<i>E. Wintergreen Road at 1-45 East and West Jug Handle</i>		\$ 868,739	\$ 1,375,991	c
<i>New Signal</i>	<i>E. Palestine Road at 1-45 East and West Service Roads</i>		\$ 751,456	\$ 1,190,227	c
		Total	\$ 78,406,574	\$ 123,397,377	

*Finance interest assumed at 5% for 20 years.

Update Notes:
a. Unaltered data from the 2018 Roadway Impact Fee Update
b. New CIP Projects added for 2023 Roadway Impact Fee Update
c. Signal Costs updated for 2023

The total projected cost for the 10-year CIP is \$78,406,574 (\$123,397,377 with interest). Detailed information on the Engineer's opinion of probable cost is for the new projects and the updated signal projects is provided at the end of this updated report.

Table 3.7 (updated)
Summary of Impact Fee Costs

Service Area	Total Capital Costs	Cost with Financing	Impact Fee Study Cost	Total for Impact Fee Program
Entire City	\$ 78,406,574	\$ 123,397,377	\$ 15,000	\$ 123,412,377

2023 Addendum to 2018 Roadway Impact Fee

Projected Vehicle-Miles of New Capacity (Supply)

The calculated capacity for the new impact fee roadways in the service area is shown in Table 3.8 (updated) below.

Table 3.8 (updated)

Projected Vehicle-Miles of New Capacity (Supply)

Service Area	Projected Vehicle-Miles of New Capacity (Supply)
Entire City	24,915

Vehicle-Miles of Existing Demand of CIP Roadways

New traffic counts were not obtained as part of this updated study. Information was obtained from TxDOT state-wide traffic count maps for the new CIP roadway segments. The information obtained was Annual Average Daily Traffic (AADT) counts and an estimated peak-hour count was calculated at 10% of the AADT. The information used is shown below in Table 3.9a.

Table 3.9a

Roadway	From	To	Length (Feet)	Length (Miles)	# lanes	Type	Veh-Mi Capacity Pk-Hr Per	% in Service Area	TxDOT Traffic Counts (AADT)	Peak Hour Count at 10%	Year	Notes
Dowdy Ferry Road	I-45 Service Road	Bridge Approach	7300	1.38	4	M/D	625	100%	4938	494	2022	
S. Main-Millers Ferry Road	W. Palestine	City Limit	10930	2.07	4	M/D	625	100%	2130	213	2019	
W. Palestine Road	Main Street	Lancaster-Hutchins Road	3790	0.72	4	C4U	440	100%	1878	188	2019	
E. Palestine Road	Main Street	I-45 Service Road	1370	0.26	4	C4U	440	100%	6765	677	2019	
N. JJ Lemmon Road	Lancaster-Hutchins Road	1-20 Service Road	5333	1.01	3	C3U	400	100%	2352	235	2019	Used count north of I-20
Finn-Goode Road	I-45 Service Road	W. Wintergreen	8131	1.54	4	C4U	440	100%	428	43	2019	

The vehicle-miles of existing demand on CIP roadways are shown below in Table 3.9 (updated).

Table 3.9 (updated)

Vehicle-Miles of Existing Demand on CIP Roadways

Service Area	Vehicle-Miles of Demand	Net Vehicle-Miles of Capacity Added
Entire City	3,488	21,427

The updated calculation of the Maximum Impact Fees – Uncredited is shown in Table 3.10 (updated).

2023 Addendum to 2018 Roadway Impact Fee

Table 3.10 (updated)
Calculation of Maximum Impact Fees (Uncredited)
Maximum Assessable Impact Fee

Line #		Service Area
1	Total Veh-Miles of Capacity Added by the CIP (From Projected Veh-Miles of New Capacity - Table 3.8 (updated))	24915
2	Total Veh-Miles of Existing Demand on CIP Roads (From Veh-Miles of Existing Demand of CIP Roadways - Table 3.9 (updated))	3488
3	Total Veh-Miles of Existing Deficiencies on Existing Roads (From Excess Capacity and Deficiencies - Table 3.4)	0
4	Net Amount of Veh-Miles Capacity Added (Line #1 - Line #2 - Line #3)	21427
5	Total Cost of CIP Within Service Area (From Engineer's Opinion of Probable Construction Costs - Table 3.7 (updated))	\$ 123,412,377
6	Cost of Net Capacity Supplied (Net of Capacity Added/Total of Capacity Added)*CIP Cost - (Line #4/Line #1)*(Line #5)	\$ 106,134,664
7	Cost to Meet Existing Needs and Usage (Total Cost of CIP - Cost of Net Capacity Supplied) - Line #5-Line #6	\$ 17,277,713
8	Total Veh-Miles of New Demand Over 10 Years (From Projected Vehicle-Miles of New Demand Table 3.5)	39059
9	% of Capacity Added Attributed to New Growth (Total of New Demand/Net Amount of Capacity Added) - Line #8/Line #4	182% (100%)
10	Cost of Capacity Added Attributed to New Growth (Cost of Net Capacity Supplied* Cost Attributed to New Growth) - Line #6*Line #9	\$ 106,134,664
11	Maximum Uncredited Fee per Service Unit (Cost of Net Capacity Attributed to New Growth/Total Veh-Miles of New Demand) - Line #10/Line #8	\$ 2,717.29

See 2018 update for Sections 3.10 and 3.11.

APPENDIX A



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	Dowdy Ferry Road	This project consists of new 4-lane divided concrete roadway
Limits:	I-45 Service Road to Bridge Approach	
Length (ft)	7300	

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
104	Earthwork		21630	CY	\$ 25.00	\$ 540,741
204	Removals		40556	SY	\$ 45.00	\$ 1,825,000
304	6" Treated Subgrade		43800	SY	\$ 15.00	\$ 657,000
404	8" Concrete Pavement w/curb		42178	SY	\$ 75.00	\$ 3,163,333
504	5' Concrete Sidewalk		4056	SY	\$ 85.00	\$ 344,722
604	Drainage		9	AC	\$ 95,000.00	\$ 859,711
704	Traffic Signal		4	EA	\$150,000.00	\$ 600,000
Paving Construction Cost Subtotal:						\$ 7,990,507

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)				
	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 159,810
	Pavement Markings		1%	\$ 79,905
	Special Drainage Structures		5%	\$ 399,525
	Water	Minor Adjustments	1%	\$ 79,905
	Sewer	Minor Adjustments	1%	\$ 79,905
	Landscape and Irrigation		5%	\$ 399,525
	Illumination		6%	\$ 479,430
	Materials Testing		1%	\$ 39,953
Allowance Subtotal:				\$ 1,717,959

Paving and Allowance Subtotal	\$	9,708,466
Construction Contingency:	15%	\$ 1,456,270
Mobilization	2%	\$ 194,169
Prep ROW	1%	\$ 97,085
Construction Cost Total:	\$	11,455,990

Impact Fee Project Cost Summary			
Item Description	Notes	Allowance	Item Cost
Construction			\$ 11,455,990
Engineering/Survey		10%	\$ 1,145,599
ROW/Easement Acquisition:		5%	\$ 572,799
Impact Fee Project Cost Total			\$13,174,388



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	S. Main/Millers Ferry	This project consists of new 4-lane divided concrete roadway
Limits:	W. Palestine to City Limit	
Length (ft)	10930	

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
104	Earthwork		32385	CY	\$ 25.00	\$ 809,630
204	Removals		60722	SY	\$ 45.00	\$ 2,732,500
304	6" Treated Subgrade		65580	SY	\$ 15.00	\$ 983,700
404	8" Concrete Pavement w/curb		63151	SY	\$ 75.00	\$ 4,736,333
504	5' Concrete Sidewalk		6072	SY	\$ 85.00	\$ 516,139
604	Drainage		14	AC	\$ 95,000.00	\$ 1,287,211
704	Traffic Signal		2	EA	\$150,000.00	\$ 300,000
Paving Construction Cost Subtotal:						\$ 11,365,513

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)				
	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 227,310
	Pavement Markings		1%	\$ 113,655
	Special Drainage Structures		5%	\$ 568,276
	Water	Minor Adjustments	1%	\$ 113,655
	Sewer	Minor Adjustments	1%	\$ 113,655
	Landscape and Irrigation		5%	\$ 568,276
	Illumination		6%	\$ 681,931
	Materials Testing		1%	\$ 56,828
Allowance Subtotal:				\$ 2,443,585

Paving and Allowance Subtotal		\$	13,809,098
Construction Contingency:	15%	\$	2,071,365
Mobilization	2%	\$	276,182
Prep ROW	1%	\$	138,091
Construction Cost Total:		\$	16,294,735

Impact Fee Project Cost Summary			
Item Description	Notes	Allowance	Item Cost
Construction			\$ 16,294,735
Engineering/Survey		10%	\$ 1,629,474
ROW/Easement Acquisition:		5%	\$ 814,737
Impact Fee Project Cost Total			\$18,738,946



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	W Palestine	This project consists of new 4-lane undivided concrete roadway
Limits:	Main Street to Lancaster-Hutchins Road	
Length (ft)	3790	

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
104	Earthwork		9124	CY	\$ 25.00	\$ 228,102
204	Removals		21056	SY	\$ 45.00	\$ 947,500
304	6" Treated Subgrade		21898	SY	\$ 15.00	\$ 328,467
404	8" Concrete Pavement w/curb		21056	SY	\$ 75.00	\$ 1,579,167
504	5' Concrete Sidewalk		2106	SY	\$ 85.00	\$ 178,972
604	Drainage		5	AC	\$ 95,000.00	\$ 429,812
704	Traffic Signal		5	EA	\$150,000.00	\$ 750,000
Paving Construction Cost Subtotal:						\$ 4,442,019

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)				
	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 88,840
	Pavement Markings		1%	\$ 44,420
	Special Drainage Structures	none	0%	\$ -
	Water	Minor Adjustments	1%	\$ 44,420
	Sewer	Minor Adjustments	1%	\$ 44,420
	Landscape and Irrigation		5%	\$ 222,101
	Illumination		6%	\$ 266,521
	Materials Testing		1%	\$ 22,210
Allowance Subtotal:				\$ 732,933

Paving and Allowance Subtotal	\$	5,174,952
Construction Contingency:	15%	\$ 776,243
Mobilization	2%	\$ 103,499
Prep ROW	1%	\$ 51,750
Construction Cost Total:	\$	6,106,444

Impact Fee Project Cost Summary			
Item Description	Notes	Allowance	Item Cost
Construction			\$ 6,106,444
Engineering/Survey		10%	\$ 610,644
ROW/Easement Acquisition:		5%	\$ 305,322
Impact Fee Project Cost Total			\$7,022,410



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	E Palestine	This project consists of new 4-lane undivided concrete roadway
Limits:	Main Street to I-45 Service Road	
Length (ft)	1370	

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
104	Earthwork		3298	CY	\$ 25.00	\$ 82,454
204	Removals		7611	SY	\$ 45.00	\$ 342,500
304	6" Treated Subgrade		7916	SY	\$ 15.00	\$ 118,733
404	8" Concrete Pavement w/curb		7611	SY	\$ 75.00	\$ 570,833
504	5' Concrete Sidewalk		761	SY	\$ 85.00	\$ 64,694
604	Drainage		2	AC	\$ 95,000.00	\$ 155,367
704	Traffic Signal		2	EA	\$150,000.00	\$ 300,000
Paving Construction Cost Subtotal:						\$ 1,634,582

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)

	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 32,692
	Pavement Markings		1%	\$ 16,346
	TxDOT/Rail Coordination	none	0%	\$ -
	Water	Minor Adjustments	1%	\$ 16,346
	Sewer	Minor Adjustments	1%	\$ 16,346
	Landscape and Irrigation		5%	\$ 81,729
	Illumination		6%	\$ 98,075
	Materials Testing		1%	\$ 8,173
Allowance Subtotal:				\$ 269,706
Paving and Allowance Subtotal				\$ 1,904,288
Construction Contingency:				15% \$ 285,643
Mobilization				2% \$ 38,086
Prep ROW				1% \$ 19,043
Construction Cost Total:				\$ 2,247,060

Impact Fee Project Cost Summary

Item Description	Notes	Allowance	Item Cost
Construction			\$ 2,247,060
Engineering/Survey		15%	\$ 337,059
ROW/Easement Acquisition:		5%	\$ 112,353

Impact Fee Project Cost Total \$2,696,472



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	N. JJ Lemmon	This project consists of new 3-lane undivided concrete roadway
Limits:	Lancaster-Hutchins Road to 1-20 Service Road	
Length (ft)	5333	

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
104	Earthwork		11851	CY	\$ 25.00	\$ 296,267
204	Removals		14813	SY	\$ 45.00	\$ 666,600
304	6" Treated Subgrade		23109	SY	\$ 15.00	\$ 346,632
404	8" Concrete Pavement w/curb		21924	SY	\$ 75.00	\$ 1,644,280
504	5' Concrete Sidewalk		2963	SY	\$ 85.00	\$ 251,827
604	Drainage		5	AC	\$ 95,000.00	\$ 453,582
704	Traffic Signal		2	EA	\$150,000.00	\$ 300,000
Paving Construction Cost Subtotal:						\$ 3,959,187

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)

	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 79,184
	Pavement Markings		1%	\$ 39,592
	Special Drainage Structures		5%	\$ 197,959
	Water	Minor Adjustments	1%	\$ 39,592
	Sewer	Minor Adjustments	1%	\$ 39,592
	Landscape and Irrigation		5%	\$ 197,959
	Illumination		6%	\$ 237,551
	Materials Testing		1%	\$ 19,796

Allowance Subtotal:	\$ 851,225
Paving and Allowance Subtotal	\$ 4,810,412
Construction Contingency:	15% \$ 721,562
Mobilization	2% \$ 96,208
Prep ROW	1% \$ 48,104
Construction Cost Total:	\$ 5,676,287

Impact Fee Project Cost Summary

Item Description	Notes	Allowance	Item Cost
Construction			\$ 5,676,287
Engineering/Survey		11%	\$ 624,392
ROW/Easement Acquisition:		5%	\$ 283,814

Impact Fee Project Cost Total \$6,584,492



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	Finn and Goode Roads	This project consists of new 4-lane undivided concrete roadway
Limits:	I-45 Service Road to W. Wintergreen	
Length (ft)	8131	

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
104	Earthwork		19575	CY	\$ 25.00	\$ 489,378
204	Removals		22587	SY	\$ 45.00	\$ 1,016,400
304	6" Treated Subgrade		46077	SY	\$ 15.00	\$ 691,152
404	8" Concrete Pavement w/curb		44270	SY	\$ 75.00	\$ 3,320,240
504	5' Concrete Sidewalk		4517	SY	\$ 85.00	\$ 383,973
604	Drainage		10	AC	\$ 95,000.00	\$ 904,400
704	Traffic Signal		3	EA	\$150,000.00	\$ 450,000
Paving Construction Cost Subtotal:						\$ 7,255,543

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)

	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 145,111
	Pavement Markings		1%	\$ 72,555
	Special Drainage Structures		5%	\$ 362,777
	Water	Minor Adjustments	1%	\$ 72,555
	Sewer	Minor Adjustments	1%	\$ 72,555
	Landscape and Irrigation		5%	\$ 362,777
	Illumination		6%	\$ 435,333
	Materials Testing		1%	\$ 36,278

Allowance Subtotal:	\$ 1,559,942
Paving and Allowance Subtotal	\$ 8,815,485
Construction Contingency:	15% \$ 1,322,323
Mobilization	2% \$ 176,310
Prep ROW	1% \$ 88,155
Construction Cost Total:	\$ 10,402,272

Impact Fee Project Cost Summary

Item Description	Notes	Allowance	Item Cost
Construction			\$ 10,402,272
Engineering/Survey		10%	\$ 1,040,227
ROW/Easement Acquisition:		5%	\$ 520,114

Impact Fee Project Cost Total \$11,962,613



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	Lancaster Hutchins - W. Wintergreen Sign:	
Limits:	Intersection	This project consists of new traffic signal

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
604	Signal Heads		12	EA	\$ 8,000.00	\$ 96,000
605	Conduit		1000	LF	\$ 35.00	\$ 35,000
606	Poles & Arms		8	SY	\$ 18,000.00	\$ 144,000
607	Detectors, Push Button		8	SY	\$ 3,500.00	\$ 28,000
Traffic Signal Construction Cost Subtotal:						\$ 303,000

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)

	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 6,060
	Pavement Markings		1%	\$ 3,030
	Restoration		2%	\$ 6,060
	Illumination		6%	\$ 18,180
	Materials Testing		2%	\$ 6,060

Allowance Subtotal: \$ 39,390

Signal and Allowance Subtotal \$ 342,390

Construction Contingency: 10% \$ 34,239

Mobilization 2% \$ 6,848

Prep ROW 1% \$ 3,424

Construction Cost Total: \$ 386,901

Impact Fee Project Cost Summary

Item Description	Notes	Allowance	Item Cost
Construction			\$ 386,901
Engineering/Survey		10%	\$ 38,690

Impact Fee Project Cost Total \$425,591



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information: Description:

Name: Lancaster Hutchins - W. Wintergreen Sign;
 Limits: Intersection This project consists of new traffic signal

Roadway Construction Cost Projection

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
604	Signal Heads	20	EA	\$ 8,000.00	\$ 160,000
605	Conduit	4500	LF	\$ 35.00	\$ 157,500
606	Poles & Arms	14	SY	\$ 18,000.00	\$ 252,000
607	Detectors, Push Button	14	SY	\$ 3,500.00	\$ 49,000
Traffic Signal Construction Cost Subtotal:					\$ 618,500

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)

Item Description	Notes	Allowance	Item Cost
Traffic Control		2%	\$ 12,370
Pavement Markings		1%	\$ 6,185
Restoration		2%	\$ 12,370
Illumination		6%	\$ 37,110
Materials Testing		2%	\$ 12,370

Allowance Subtotal: \$ **80,405**

Signal and Allowance Subtotal \$ 698,905

Construction Contingency: 10% \$ 69,891

Mobilization 2% \$ 13,978

Prep ROW 1% \$ 6,989

Construction Cost Total: \$ **789,763**

Impact Fee Project Cost Summary

Item Description	Notes	Allowance	Item Cost
Construction			\$ 789,763
Engineering/Survey		10%	\$ 78,976

Impact Fee Project Cost Total **\$868,739**



City of Hutchins
2023 Roadway Impact Fee Update
Addendum to 2018 Study

Project Information:		Description:
Name:	Lancaster Hutchins - W. Wintergreen Sign:	
Limits:	Intersection	This project consists of new traffic signal

Roadway Construction Cost Projection						
No.	Item Description		Quantity	Unit	Unit Price	Item Cost
604	Signal Heads		18	EA	\$ 8,000.00	\$ 144,000
605	Conduit		3800	LF	\$ 35.00	\$ 133,000
606	Poles & Arms		12	SY	\$ 18,000.00	\$ 216,000
607	Detectors, Push Button		12	SY	\$ 3,500.00	\$ 42,000
Traffic Signal Construction Cost Subtotal:						\$ 535,000

Major Construction Component Allowances: (Based on of Paving Construction Cost Subtotal)

	Item Description	Notes	Allowance	Item Cost
	Traffic Control		2%	\$ 10,700
	Pavement Markings		1%	\$ 5,350
	Restoration		2%	\$ 10,700
	Illumination		6%	\$ 32,100
	Materials Testing		2%	\$ 10,700

Allowance Subtotal: \$ **69,550**

Signal and Allowance Subtotal \$ 604,550

Construction Contingency: 10% \$ 60,455

Mobilization 2% \$ 12,091

Prep ROW 1% \$ 6,046

Construction Cost Total: \$ **683,142**

Impact Fee Project Cost Summary

Item Description	Notes	Allowance	Item Cost
Construction			\$ 683,142
Engineering/Survey		10%	\$ 68,314

Impact Fee Project Cost Total **\$751,456**



STAFF REPORT

MEETING DATE:	January 2, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Cynthia Olguin
AGENDA CAPTION:	Consider approval of city council meeting minutes for November 2023 and December 2023.

Background Information

Consider approval of the meeting minutes for the following dates:

- November 13, 2023, Regular City Council Meeting
- December 4, 2023, Regular City Council Meeting
- December 18, 2023, Called City Council Meeting

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommend approval of the minutes.

Supporting Documentation and Attachments



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, November 13, 2023 at 6:30 PM
City Hall, 321 N. Main Street**

A Regular Meeting of the Hutchins City Council was held on Monday, November 13th at 6:30 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items were discussed and considered.

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Mayor Vasquez called the meeting to order at 6:30 p.m. and announced a quorum.

City Council Members

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

PRESENT

- Mario Vasquez
- Steve Nichols
- Dominic Didehbani
- Raymond Elmore
- Demarcus Odom

ABSENT

- Brenda Campbell

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem Nichols gave the invocation and Councilmember Odom led the Pledge of Allegiance.

C. CITIZEN COMMENTS

No citizen comments.

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

1. Consider approval of the Council Meeting Minutes for October 2023

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve the consent agenda as presented. The motion passed 4-0. Councilmember Campbell absent.

E. PRESENTATIONS

2. Discuss Neighborhood Watch Signage

Police Chief Perry presented three options for Neighborhood Watch signage to be placed throughout the city as Neighborhood Watch Groups are established. Mayor Vasquez suggested including a phone number and covering high crime areas including the Gateway apartment with signage. The council recommended the red signage and suggestions included reflective signage and a sample sign to review before they are installed. Chief Perry will review options for custom-made signage.

3. Green Ribbon Grant

Interim Public Works Director Robert McWayne explained the Green Ribbon Grant application that would focus on the West side of Wintergreen at I-45. The program provides funding in districts with non-attainment counties for landscaping including trees, shrubs, groundcover, and irrigation on the state highway system to help mitigate the effects of air pollution. Mr. McWayne asked the council for direction to proceed with the application process. The council was in support of the application and encouraged staff to continue seeking grants.

4. Investment Report

Director of Finance Maria Joyner presented the investment report for the quarter ending June 30, 2023. Director of Finance Joyner presented the report and informed the council of a substantial increase in interest earnings.

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 to seek confidential legal advice from the City Attorney on any agenda item listed herein.*

5. Discuss and consider Resolution R2023-1150, Acquiring surveying service from the apparent low bidder The Whitman Land Group, LLC for the annexation of Post Oak Road., A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE SURVEY OF POST OAK ROAD; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE APPARENT LOW BIDDER WHITMAN LAND GROUP, LLC, IN AN AMOUNT NOT TO EXCEED \$15,991.00; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Odom made the motion seconded by Councilmember Didehbani to approve Resolution R2023-1150. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbani
Voting Nay: 0

6. Discuss and consider Ordinance 2023-1185 OF THE CITY OF HUTCHINS, TEXAS AMENDING CHAPTER 1, "GENERAL PROVISIONS", OF THE CODE OF ORDINANCES OF THE CITY OF HUTCHINS, TEXAS, BY AMENDING ARTICLE 1.11

“PUBLIC PARKS”, TO ADD DIVISION 3 “KEEP HUTCHINS, BEAUTIFUL ADVISORY BOARD”.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Ordinance 2023-1185. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbandi
Voting Nay: 0

7. Discuss and consider Resolution R2023-1151 of the City of Hutchins, Texas rescheduling and/or canceling regular city council meetings in 2024 that conflict with a holiday.

Councilmember Elmore made the motion seconded by Councilmember Didehbandi to approve Resolution R2023-1151. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbandi
Voting Nay: 0

8. Discuss and consider Resolution R2023-1152 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING THE AGREEMENT BY AND BETWEEN THE CITY OF HUTCHINS AND EMERGICON, LLC FOR AMBULANCE BILLING SERVICES, SUPPLEMENTAL REVENUE COLLECTIONS AND ELECTRONIC RECORDS MANAGEMENT AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Didehbandi to approve Resolution R2023-1152. The motion passed.

Voting Yea: 4 – Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbandi
Voting Nay: 0

9. Discuss and consider Resolution R2023-1153 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ADOPTING THE CITY OF HUTCHINS INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT "A"; DECLARING THAT THE CITY COUNCIL HAS COMPLETED ITS REVIEW OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY AND THAT EXHIBIT "A" RECORDS ANY CHANGES TO EITHER THE INVESTMENT POLICY OR INVESTMENT STRATEGIES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Director of Finance Joyner presented the policy and stated that no changes were made to the policy, but several internal changes were made and put into practice.

Councilmember Odom made the motion seconded by Councilmember Elmore to approve Resolution R2023-1153. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbandi
Voting Nay: 0

10. Discuss and consider Resolution R2023-1154 Annual Report of Financial Reporting Policy.

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2023-1154. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbani
Voting Nay: 0

G. ITEMS OF COMMUNITY INTEREST

11. City Secretary Olguin announced the items of community interest.

H. ADJOURN

Councilmember Elmore made the motion seconded by Mayor Pro Tem Nichols to adjourn the meeting at 7:05 p.m. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbani
Voting Nay: 0

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 2nd DAY OF JANUARY 2024.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, December 04, 2023 at 6:30 PM
City Hall, 321 N. Main Street**

A Regular Meeting of the Hutchins City Council was held on Monday, December 4, 2023, at 6:30 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items were discussed and considered.

A. INVOCATION AND PLEDGE OF ALLEGIANCE

Resident James Spence gave the invocation and Councilmember Brenda Campbell led the Pledge of Allegiance.

B. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Mayor Vasquez called the meeting to order at 6:30 p.m. and announced a quorum.

PRESENT

- Mario Vasquez
- Steve Nichols
- Brenda Campbell
- Dominic Didehbani
- Demarcus Odom

ABSENT

- Raymond Elmore

C. CITIZEN COMMENTS

Margaret Davis, N. Denton St., spoke regarding Neighborhood Crime Watch Signs and the need to address speeders. Ms. Davis commended the Police Department for visible speed enforcement.

D. PRESENTATIONS

1. Presentation of Donation to the University of North Texas at Dallas.

UNT Dallas Dean Garrett provided an update on the success and high accolades received. The City Council presented Dean Garrett with a \$6,000 donation.

2. Architect Brandstetter Carroll INC will present an update regarding the design of the new City Hall.

City Administrator Quin acknowledged the employee design team present this evening, Wanda Randle, Cathryn Hughes, and Stacey Hickson. Mary Ann Mitchell and Amanda Hager with Brandstetter Carroll Inc. presented a video tour of the proposed city hall and confirmed that the project is on schedule and within budget. Ms. Mitchell confirmed that the greenspace will be graded, but it was not part of the original city hall project and will be completed in Phase 2. Ms.

Mitchell addressed questions regarding the location of the monument sign and confirmed that the widening of JJ Lemmon was taken into consideration. She confirmed the event center will include a room divider; the catering kitchen will be shared when multiple events take place; and confirmed that the windows meet wind ratings as required by the building code requirements.

3. Capital Improvement Projects Update

Interim Public Works Director Robert McWayne provided an update on the ongoing capital projects. The council discussed the need to review options to improve the advertisement of bid projects, the location of restrooms at Campbell Park, the future need for a water tower, and improvements for future debt.

E. CONSENT AGENDA

There were no items on the Consent Agenda.

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.

4. Discuss and Consider Resolution R2023-1155 approving a professional services agreement with Ron Hobbs Architecture for the design of a 60’X60’ multipurpose pavilion.

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to approve Resolution R2023-1155. All in favor, the motion passed.

Voting Yea: 4 – Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom
Voting Nay: 0

5. Discuss and Consider Resolution R2023-1156 approving the contract and purchase of the precast public restrooms from CXT.

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to approve Resolution R2023-1156 approving the contract and purchase of the precast public restrooms from CXT with Napa Valley stone bottom, Oatmeal bluff exterior color, and Horizontal lap on top. All in favor, the motion passed:

Voting Yea: 4 - Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom
Voting Nay: 0

6. Discuss and Consider UPRR Sidewalk Project

Interim Public Works Director Robert McWayne presented the item for the redesign of the UPRR sidewalk, estimated costs and annual maintenance fees. The council directed staff to proceed with the project.

7. Reconsideration of Purchasing TXDOT Property

The council discussed the purchase of the property. No action was taken.

8. Discuss and consider Resolution R2023-1157 of the City of Hutchins, Casting Its Vote for the Fourth Member of the Board of Directors of the Dallas Central Appraisal District.

Motion made by Councilmember Campbell, seconded by Councilmember Didehbani to approve Resolution R2023-1157 and cast a vote for Steven Nichols for the fourth member of the Board of Directors of the Dallas Central Appraisal District. All in favor, the motion passed.

Voting Yea: 4 – Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

- 9. Discuss and consider Resolution R2023-1158 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A TASK ORDER BASIS BETWEEN THE CITY OF HUTCHINS AND HALFF ASSOCIATES, INC.**

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to table the item until March 4, 2024. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

- 10. Discuss and consider Resolution R2023-1159 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A DEFINED SCOPE OF SERVICES BASIS BETWEEN THE CITY OF HUTCHINS AND HALFF ASSOCIATES, INC. TO PROVIDE AND MAINTAIN ENTERPRISE GIS HOSTING SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.**

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Didehbani to approve Resolution R2023-1159. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

- 11. Discuss and consider a request for part-time/temporary support staff in the Municipal Court.**

City Secretary Cynthia Olguin presented the item explaining a surge in municipal court cases due to a rise in the number of citations issued by the police department and the need for a part-time bilingual skilled employee to assist the municipal court.

Motion made by Councilmember Campbell, seconded by Councilmember Odom to approve the request for part-time/temporary support staff in the municipal court. All in favor, the motion passed.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

12. DISCUSS AND CONSIDER ORDINANCE 2023-1186 OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING APPENDIX A TITLED “FEE SCHEDULE” PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Campbell to approve Ordinance 2023-1186. All in favor, the motion passed.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

13. DISCUSS AND CONSIDER RESOLUTION R2023-1160 OF THE CITY OF HUTCHINS, TEXAS, DECLARING EXPECTATION TO REIMBURSE EXPENDITURES WITH PROCEEDS OF FUTURE DEBT.

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Odom to approve Resolution 2023-1160. All in favor, the motion passed.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

14. Discuss and consider RESOLUTION R2023-1161 OF THE CITY COUNCIL OF THE OF HUTCHINS, TEXAS AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE ONE NEW 2024 FORD EXPLORER FROM CHASTANG FORD AT THE QUOTED BID PRICE OF \$39,265.00 AND ONE NEW 2024 CHEVROLET SILVERADO 1500 FROM LAKE COUNTRY CHEVROLET FOR THE BID PRICE OF \$42,239.00 FOR COMMUNITY DEVELOPMENT DEPARTMENT UTILIZING BUY BOARD OF TEXAS; APPROPRIATING FUNDS FROM FISCAL YEAR 2023/2024 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Didehbani to approve Resolution 2023-1161. All in favor, the motion passed.

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

G. EXECUTIVE SESSION

15. The Hutchins City Council will hold a closed Executive Session pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, in accordance with the authority contained in: § 551.087. Deliberation regarding economic development negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision to a business prospect:

1) KTN DP TERMINAL CENTER.

Mayor Vasquez convened into Executive Session at 8:10 p.m.

H. RECONVENE INTO REGULAR SESSION

16. Take any action as a result of Executive Session: 1) KTN DP TERMINAL CENTER.

The Mayor reconvened into Regular Session at 8:34 PM. No action was taken as a result of Executive Session.

I. ITEMS OF COMMUNITY INTEREST

17. City Secretary Olguin announced the items of Community Interest and announced a correction to the holiday closing. City offices will be closed on Monday, December 25, and Tuesday, December 26.

J. ADJOURN

Motion made by Mayor Pro Tem Nichols, seconded by Councilmember Odom to adjourn the meeting. The meeting was adjourned at 8:35 PM

Voting Yea: Steve Nichols, Brenda Campbell, Dominic Didehbani, Demarcus Odom

Voting Nay: 0

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 2nd DAY OF JANUARY 2024.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, December 18, 2023 at 6:00 PM
City Hall Council Chamber, 321 N. Main Street**

A Called Meeting of the Hutchins City Council was held on Monday, December 18, 2023, at 6:00 PM at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items were discussed and considered.

CITY COUNCIL MEMBERS PRESENT

- Mario Vasquez
- Steve Nichols
- Brenda Campbell
- Dominic Didehbani
- Raymond Elmore
- Demarcus Odom

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Mayor Vasquez called the meeting to order at 6:00 p.m. and announced a quorum was present.

B. EXECUTIVE SESSION

Mayor Vasquez convened into Executive Session at 6:01 p.m.

- 1. The City Council will convene into executive session pursuant to Section 551.071(1) of the Texas Government Code to deliberate the following pending litigation: *Paul Hobin V. City of Hutchins, Texas and Fire Chief Stacey Hickson, Cause No. 3:23-cv-01298-L, in the United States District Court for the Northern District of Texas.*

C. RECONVENE INTO REGULAR SESSION

- 2. Take action, if any, as a result of Executive Session

Mayor Vasquez reconvened Regular Session at 6:25 p.m. No action was taken as a result of the Executive Session.

D. ADJOURN

Mayor Vasquez adjourned the meeting at 6:25 p.m.

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 2nd DAY OF JANUARY 2024.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary



STAFF REPORT

MEETING DATE:	01/02/2024
MEETING TYPE:	City Council
SUBMITTED BY:	Robert McWayne
AGENDA CAPTION:	Southaven Sewer Project

Background Information

In April of 2023, the City of Hutchins acquired the services of Birkhoff, Hendricks, and Carter to engineer the replacement and upsizing of a sewer main that runs from Lancaster-Hutchins Road to S. Main Street. Once surveying began it was found that the Southaven sewer project will not be needed as the Southaven development does not connect to the proposed line, and the line is already bigger than what is shown on the master plan. Staff feels that the ARPA funds would be better used toward constructing another portion of the master plan.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends utilizing the ARPA funds to design and construct a portion of Main from the Shoreline Interceptor to Oak Creek Drive.

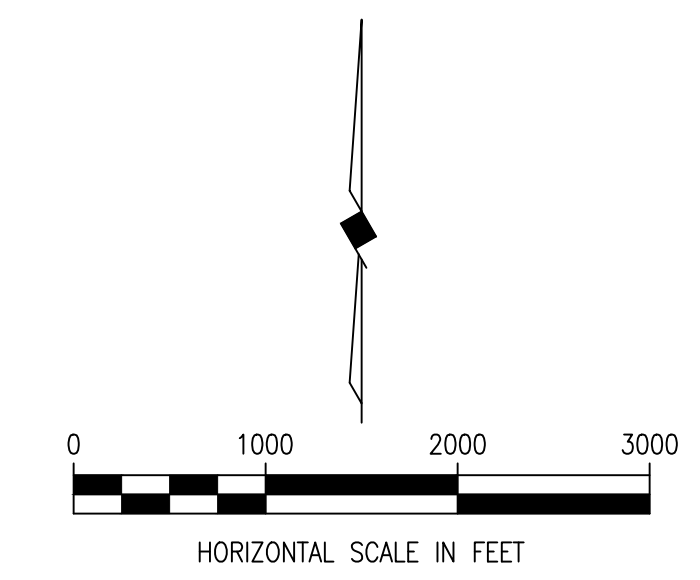
Supporting Documentation and Attachments



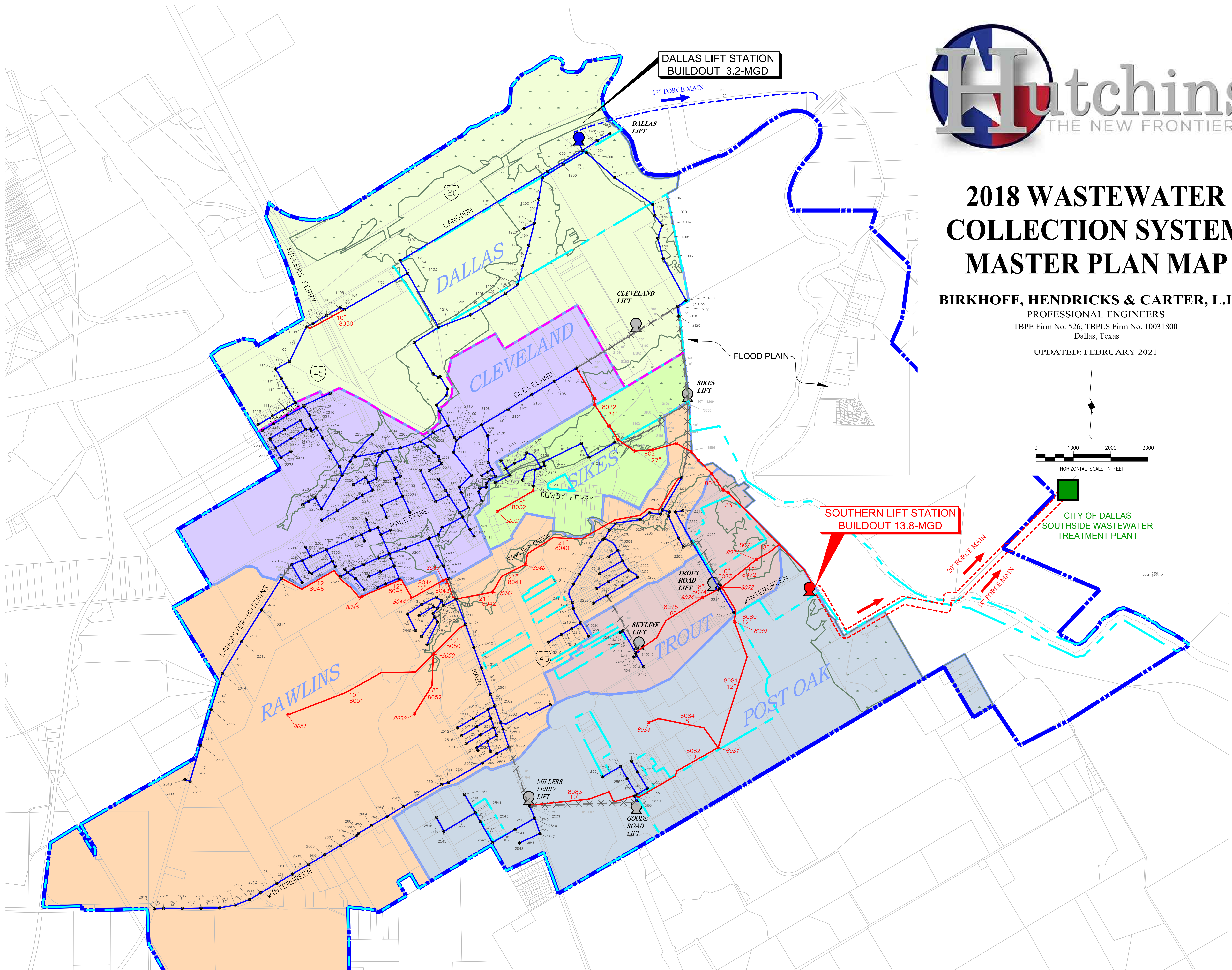
2018 WASTEWATER COLLECTION SYSTEM MASTER PLAN MAP

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS
TBPE Firm No. 526; TBPLS Firm No. 10031800
Dallas, Texas

UPDATED: FEBRUARY 2021



CITY OF DALLAS
SOUTHSIDE WASTEWATER
TREATMENT PLANT



LEGEND

- HUTCHINS CITY LIMIT
- WASTEWATER PLANNING AREA
- PROPOSED DRAINAGE BASIN DIVIDE
- PROPOSED DRAINAGE BASIN BOUNDARY
- EXISTING MANHOLE & NUMBER
- EXISTING MANHOLE & NUMBER (TO BE ABANDONED)
- PROPOSED MANHOLE & NUMBER
- EXISTING LIFT STATION
- EXISTING LIFT STATION (TO BE ABANDONED)
- PROPOSED LIFT STATION
- EXISTING GRAVITY SANITARY SEWER PIPE & SIZE
- EXISTING FORCE MAIN & SIZE
- EXISTING SANITARY SEWER PIPE & SIZE (TO BE ABANDONED)
- EXISTING FORCE MAIN & SIZE (TO BE ABANDONED)
- PROPOSED GRAVITY SANITARY SEWER PIPE & SIZE
- PROPOSED FORCE MAIN & SIZE



STAFF REPORT

MEETING DATE:	January 2, 2024
MEETING TYPE:	City Council
SUBMITTED BY:	Chief Perry
AGENDA CAPTION:	Discuss and Consider a Resolution of the City Council of the City of Hutchins, Texas, authorizing the City Administrator to purchase one Lemur 2 Drone Basic Kit from Brinc Drones, Inc., in the amount of \$14,999.00

Background Information

The police department currently utilizes a DGI mavic pro drone. This drone does not have infrared capabilities and does not have the ability of two-way communications. This drone is a multipurpose drone that anyone from the public can purchase from a local source. Due to the popularity of drones and commercial use the FAA is now requiring remote ID from all drones flying in public air space. This law went into effect September 16, 2023. The DGI drone does not have remote ID however it can be adapted with an additional module. The DGI drone does not have Infrared therefore it cannot be used for search missions.

During budget discussions the Police department requested the purchase a new LEMUR II drone that is specific to Law Enforcement and is capable of flying indoors, outdoors, and capable of daytime and nighttime searches, and capable of remote two-way communications. The enhanced capabilities of this drone will help in the event of building searches, searches where communication needs to be established with a known suspect, can be flown indoors to search large warehouses more efficiently and keeping officers safe when a know assailant is present. The LMEUR drone also has infrared capabilities for use during night search missions and meets all current FAA standards for remote ID.

Budget Implications

The purchase of a new Police department drone was approved in the 2023/2024 budget. The Police department respectfully request to move forward with the purchase of the LEMUR II drone.

Operational Impact

As needed replacement of batteries.

And training of an additional drone pilot.

Legal Review

N/A

Staff Recommendation

Approve the purchase of the LEMUR II drone.

Supporting Documentation and Attachments

LEMUR Quote

B&H quote

Skydio quote

Sole source letter from BRINC

**CITY OF HUTCHINS
RESOLUTION NO. 2023-XXXX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE ONE LEMUR 2 DRONE BASIC KIT FROM BRINC DRONES, INC., IN THE AMOUNT OF \$14,999.00, FOR USE BY THE HUTCHINS POLICE DEPARTMENT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, LEMUR 2 is a sole source product that is manufactured, sold and distributed to government entities by BRINC Drones, Inc.; and

WHEREAS, the City Council finds that it is in the best interest of the City and its citizens to authorize the City Administrator to purchase the LEMUR 2 Drone Basic Kit from BRINC Drones, Inc., for use by the Hutchins Police Department;

NOW THEREFORE BE IT ORDAINED THAT THE CITY COUNCIL OF THE CITY OF HUTCHINS, DALLAS COUNTY, TEXAS:

SECTION 1. That the City Council of the City of Hutchins, Texas hereby authorizes the City Administrator to purchase the LEMUR 2 Drone Basic Kit from BRINC Drones, Inc., in the amount \$14,999.00, as and

SECTION 2. This resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas, this the 2ND day of January 2024.

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary
(12/20-2023:4876-0286-8120, v. 1)



Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

Section G, Item 4.

Phone: **800-947-8003**
212-239-7503

Fax: **800-858-5517**
212-239-7759

Email: Education: emailbids@bhphoto.com
Corporate: corporatesales@bhphoto.com

Fed Gov: federsales@bhphoto.com
State and Local: biddept@bhphoto.com

The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 15-2768071

Prices Are Valid Until:

12/06/23

Quote No.: 902455544

Reference No.: R201202

Sold To:

City Of Hutchinson
Pob 500
HUTCHINS, TX 75141

Ship To:

City Of Hutchinson
205 W Hickman
Attn: Police Dept
HUTCHINS, TX 75141

Bill Phone: (214)225-6121

Fax Phone: (214)225-5559

(972)225-2225

Date	Customer Code	Terms	Salesperson	Ship Via	
11/06/23	27076364	N/A	C9A	STANDARD	
Line No	Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
1	1	DJI DJI ECOSYSTEM KIT/REG	DJIN3DEK0	22,805.95	22,805.95
2	1	CONSISTS OF: DJI INSPIRE 3/REG In Stock - while supplies last.	DJIN3 (CP.IN.00000024.01)		
3	1	DJI RC PLUS (INSPIRE 3)/REG In Stock - while supplies last.	DJRCPIN3 (CP.IN.00000046.01)		
4	1	DJI TRANSMISSION COMBO/REG In Stock - while supplies last.	DJTRC (CP.RN.00000209.01)		

Continued on Next Page ...

BNH_quote



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Section G, Item 4.

Phone: **800-947-8003**
212-239-7503

Fax: **800-858-5517**
212-239-7759

Email: Education: emailbids@bhphoto.com
Corporate: corporatesales@bhphoto.com

Fed Gov: federsales@bhphoto.com
State and Local: biddept@bhphoto.com

The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 15-2768071

Quote No.: 902455544

Date	Customer Code	Terms	Salesperson	Ship Via	
11/06/23	27076364	N/A	Sism	STANDARD	
Line No	Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
5	1	DJI 3-CHANNEL FOLLOW FOCUS/REG In Stock - while supplies last.	DJ3CFF (CP.RN.00000196.01)		
6	1	DJI DL 18MM F2.8 ASPH LENS/REG In Stock - while supplies last.	DJ1828AL (CP.IN.00000041.01)		
PLEASE NOTE: ----- **** Please reference your quote number on all PO's **** **** ALL PRICES ARE LISTED IN USD **** Certain items may be enforced by vendor to sell at the					

Continued on Next Page ...



Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

Section G, Item 4.

Phone: **800-947-8003**
212-239-7503

Fax: **800-858-5517**
212-239-7759

Email: Education: emailbids@bhphoto.com
Corporate: corporatesales@bhphoto.com

Fed Gov: federsales@bhphoto.com
State and Local: biddept@bhphoto.com

The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 15-2768071

Quote No.: 902455544

Date	Customer Code	Terms	Salesperson	Ship Via
11/06/23	27076364	N/A	Sism	STANDARD

Line No	Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
		vendor-imposed price posted at the time of order.			

Payment Type - NO PAYMENT TYPE SELECTED	- Amount	Sub-Total: 22,805.95 Shipping: Free STND Total: 22,49
---	-----------------	--

BNH_quote

Hutchins, TX PD - Lemur 2 Basic Kit

Hutchins, TX PD
 550 W Palestine St
 Hutchins, TX 75141
 United States

Reference: 20231103-084536878
 Quote created: November 3, 2023
 Quote expires: December 31, 2023
 Quote created by: Mark Lang
 Territory Account Executive
 mark.lang@brincdrones.com

Steve Perry
 chief@hutchinspd.org
 972-225-2225

Comments from Mark Lang

Purchase Order: Please send your purchase order, referencing quote number, along with a tax exempt certificate, if applicable, directly to:

Mark Lang, Territory Account Executive
 mark.lang@brincdrones.com
 972-754-5929

Products & Services

Item & Description	SKU	Quantity	Unit Price	Total
LEMUR 2 Basic Kit	L2-KIT	1	\$14,999.00	\$14,999.00
LEMUR 2 Airframe				
LEMUR 2 Controller				
2x LEMUR 2 Battery+				
LEMUR 2 Spare Parts Kit				
LEMUR 2 Tool Kit				
LEMUR 2 Case				
Virtual Familiarization & Overview				
1-year Manufacturer's Warranty				
LEMUR 2 Battery+	L2-BAT	1	\$649.00	\$0.00
				after \$649.00 discount

One-time subtotal

Section G, Item 4.

after \$649.00 discount

Total

\$14,999.00

Purchase terms

Payment Terms: Net 30. Forms of payment accepted include ACH and wire transfer. VISA, Mastercard, and American Express are accepted on orders less than \$3,000.

Signature

Signature

Date

Printed name

Questions? Contact me



Mark Lang
Territory Account Executive
mark.lang@brincdrones.com

BRINC Drones
1055 N. 38th St.
Seattle, WA 98103
United States

BILL TO:

Hutchins Police Department
Frank Garcia
205 W Hickman St
Hutchins, TX 75141
United States
fgarcia@cityofhutchins.org
(972) 225-2225

SHIP TO:

Hutchins Police Department
Frank Garcia
205 W Hickman St
Hutchins, TX 75141
United States
fgarcia@cityofhutchins.org
(972) 225-2225

Product Details	Qty	Price	Total
<p>DR4ESKT2VZG0000NA</p> <p>Skydio X10 Starter Kit (2.4/5 GHz with Cellular, Visible Light) NA + VT300-Z</p> <p>Kit includes one (1) Skydio X10 2.4/5 GHz with Cellular vehicle, one (1) 2.4/5 GHz with Cellular Enterprise Controller, one (1) VT300-Z Sensor Package, one (1), pro case, two (2) wall adapters with USB cable, one (1) set additional propellers, two (2) 256 GB micro SD cards, three (3) batteries, and one (1) 2-up charger.</p>	1	\$ 16,464.40	\$ 16,464.40
<p>DR4ATTNAV</p> <p>Skydio NightSense, Visible Light for X10</p>	1	\$ 0.00	\$ 0.00
<p>SWNIAUPERPDR4</p> <p>Skydio NightSense for X10</p>	1	\$ 2,800.00	\$ 2,800.00
<p>DR4ATTRTK</p> <p>Skydio RTK/PPK for X10</p>	1	\$ 920.00	\$ 920.00
<p>DR4ATTSPTL</p> <p>Skydio Spotlight for X10</p>	1	\$ 265.00	\$ 265.00
<p>DR4ATTSPKM</p> <p>Skydio Speaker/Mic for X10</p>	1	\$ 320.00	\$ 320.00
<p>SWDRNDR4</p> <p>Skydio Drone Software for X10</p> <p>One (1) subscription to Skydio Autonomy, which allows the drone to see, understand, and act upon the world. License is perpetual and non-transferable.</p>	1	\$ 0.00	\$ 0.00
<p>3DSSWDR4</p> <p>Skydio 3D Scan for X10, 1-year</p>	1	\$ 4,200.00	\$ 4,200.00
<p>SWSCDR4</p> <p>Skydio Scout for X10, 1-year</p>	1	\$ 360.00	\$ 360.00
<p>SWCRCDR4</p> <p>Skydio Crosshair Coordinates for X10, 1-year</p>	1	\$ 129.00	\$ 129.00
<p>SWFMDR4</p> <p>Skydio Fleet Manager for X10, 1-year</p> <p>One (1) subscription to Skydio Fleet Manager for X10 includes access to Skydio Fleet Manager for tracking fleet usage. Includes 512GB of storage capacity per year (pooled org-wide across all licensed drones). Includes live-streaming of video to a single user.</p>	1	\$ 60.00	\$ 60.00

Product Details	Qty	Price	Total
SWMSDR4 Skydio Media Sync for X10, 1-year One (1) subscription to Skydio Media Sync, which allows the drone to upload flight media to Skydio Fleet Manager for storage.	1	\$ 700.00	Section G, Item4.
Miscellaneous SKU: SWCLSTDR4 Skydio Data Storage for X10, 1-year One (1) subscription to Skydio Data Storage. Includes 512GB of storage capacity per year (pooled org-wide across all licensed drones)	1	\$ 450.00	\$ 450.00
DR4ACAD000NA Skydio Academy Online - All Access, 1-year Access to all Skydio Academy online training for term duration. Includes web-based access for one (1) user to Drone Training, Software Training, Skydio Certifications, Content Updates, Recorded Webinars, and Reporting.	1	\$ 300.00	\$ 300.00
Miscellaneous SKU: CEGIMVTG300Z3YRNA Skydio Care for VT300-Z Sensor Package, 3-year Skydio Care for VT300-Z (3yr plan) includes: (a) three (3) Damage Replacement with advance shipment and up to one (1) Lost Sensor Package Replacement with advance shipment. In either event, Customer will be charged the full cost of the replacement sensor package if Skydio fails to receive payment of associated replacement fees (covered in T&C) within thirty (30) days of the shipment	1	\$ 1,949.00	\$ 1,949.00
Miscellaneous SKU: CEDR45G3YRNA Skydio Care for X10 with Cellular 5G, 3-year Skydio Care for X10 with Cellular 5G (3yr plan) includes: (a) three (3) Damage Replacement with advance shipment and up to one (1) Lost Drone Replacement with advance shipment. In either event, Customer will be charged the full cost of the replacement drone if Skydio fails to receive payment of associated replacement fees (covered in T&C) within thirty (30) days of the shipment	1	\$ 3,300.00	\$ 3,300.00

Sub Total: **\$ 32,217.40**

Discount: **\$ 0.00**

Tax: **\$ 0.00**

Shipping: **\$ 0.00**

Grand Total: \$ 32,217.40

Valid Until: Nov 19, 2023

Special Notes

Shipping, handling, and applicable sales tax will be added to invoice

Terms and Conditions

All invoices are in U.S. Dollars. Prices are good for 30 days.

may be accepted 30 days from invoice. A restocking fee of up to 25% may be charged for any return. Special orders are not returnable.

Shipping and handling charges are prepaid and added to invoice. Shipment will be made by UPS Ground specified, FOB Shipping Point.

Section G, Item 4.

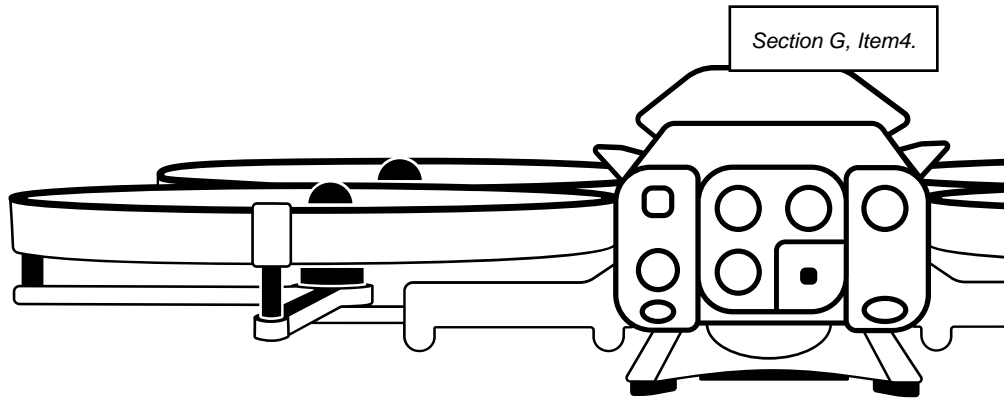
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{{Signdate*}}

{{Fullname*}}



BRINC Drones, Inc
3668 Albion Pl N.
Seattle, WA 98103
United States of America



To Whom It May Concern,

This letter is confirmation that the LEMUR 2 is a sole source product manufactured, sold and distributed to State and Local Law Enforcement Agencies exclusively by BRINC Drones, Inc. There are no other authorized distributors for the LEMUR 2. If a law enforcement agency in the United States purchases a LEMUR 2 drone from any unauthorized entity other than BRINC, then any manufacturer's warranty on the LEMUR 2 drone is null and void and BRINC has no obligation to provide support for such device.

The LEMUR 2 is a novel product, with key capabilities that no other product or vendor can offer, including:

- 1/ **4K Day Time, Night Vision & Thermal Sensors**, with a FLIR Lepton[®] sensor onboard, white light strobe light and night vision illuminator.
- 2/ **Makes Realtime Floorplans**, which is streamed to the controller as a 2D map and the accompanying BRINC LiveOps platform as a 3D map.
- 3/ **Glass Breaker Attachment**, for making entry into structures or ventilating buildings.
- 4/ **2-Way Communications**, where officers can call the drone to communicate through the LEMUR 2's integrated microphone and loudspeaker.
- 5/ **Mesh Networking**, each LEMUR 2 meshes with other drones, controllers and body born radios for extended range in complex scenarios.
- 6/ **Offsite Access**, via an optional 4G connection, LEMUR 2 streams a live video feed and map data to the accompanying BRINC LiveOps web app.



**Designed &
Made in USA**