



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
AGENDA**

**Monday, June 01, 2026**

**Work Session 6:00 PM – Regular Meeting 6:30 PM  
City Hall - Council Chamber, 400 N. JJ Lemmon Road**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Work Session beginning at 6:00 p.m. and a Regular Meeting beginning at 6:30 p.m. of the Hutchins City Council to be held on Monday, June 1, 2026, 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 Raymond Elmore  
Councilmember Demarcus Odom  
Councilmember America Rodriguez

**A. WORK SESSION**

1. Review Proposals for Parks, Recreation, and Special Events Master Plan.

**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. PRESENTATIONS**

2. Presentation of Donation to The University of North Texas at Dallas. Presented by: Guy Brown, HEDC Executive Director

**F. PUBLIC HEARINGS**

3. A. Conduct a public hearing for a request Tom Straight with Pavilion Construction representing the property owner Eric Evangelista with Volunteers of America for a text amendment to the Zoning Ordinance Section 32, Table 32.6 to allow a Rehabilitation Care Facility (Halfway House) in the Light Industrial (LI) District by Specific Use Permit for the property located West of Vanderbilt Road and East of Carpenter Road more commonly described as 800 West Wintergreen Road

B. Open Public Hearing and receive comments.

C. Discuss and consider Ordinance 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 REHABILITATION CARE FACILITY (HALFWAY HOUSE) ON LAND ZONED LIGHT INDUSTRIAL (“LI”) CONSISTING OF ±0.1446 ACRES OF LAND, SITUATED IN THE STEPHEN C. ATTERBURY SURVEY, ABSTRACT NO. 15, CITY OF HUTCHINS, DALLAS COUNTY, TEXAS, MORE COMMONLY KNOWN AS 800 WEST WINTERGREEN ROAD, HUTCHINS, DALLAS COUNTY, TEXAS. Presented by Blake Moore, Chief Building Official.  
Ordinance 2026-06-1223

**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.*

4. Discuss and consider Resolution No. R2026- APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT BY AND BETWEEN THE CITY OF HUTCHINS AND \_\_\_\_\_ FOR PROFESSIONAL SERVICES TO LEAD THE CREATION OF THE PARKS, RECREATION, AND SPECIAL EVENTS MASTER PLAN IN AN AMOUNT NOT TO EXCEED \$175,000; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Katerine Lindsey, Assistant to the City Administrator.  
Resolution R2026-06-1344

#### **H. EXECUTIVE SESSION**

5. Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.

#### **I. RECONVENE INTO REGULAR SESSION**

6. Action, if any, as a result of Executive Session:

Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.

#### **J. ITEMS OF COMMUNITY INTEREST**

7. Parks and Recreation Board Meeting, Tuesday, June 2, 2026, 6:30 p.m., Hutchins City Hall, 400 N. JJ Lemmon Rd., Hutchins.

Keep Hutchins Beautiful Board Meeting, Tuesday, June 9, 2026, 6:00 p.m., Hutchins City Hall, 400 N. JJ Lemmon Rd., Hutchins.

HEDC Meeting, Thursday, June 11, 2026, 6:30 p.m., Hutchins City Hall, 400 N. JJ Lemmon Rd., Hutchins.

City Council Meeting, Monday, June 15, 2026, 6:30 p.m., Hutchins City Hall, 400 N. JJ Lemmon Rd., Hutchins.

City Offices Closed, Friday, June 19, 2026, in observance of Juneteenth Holiday.

**K. ADJOURN**

**CERTIFICATION**

I certify that a copy of the June 1, 2026, agenda of items to be considered by the Hutchins City Council was posted at City Hall and to the City's website [www.cityofhutchinstx.gov](http://www.cityofhutchinstx.gov), in accordance with Chapter 551 of the Texas Government Code. Posted on Tuesday, May 26, 2026.

*Cynthia Olguin*

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@cityofhutchinstx.gov](mailto:colguin@cityofhutchinstx.gov).



# STAFF REPORT

**MEETING DATE:** June 1, 2026

**MEETING TYPE:** Hutchins City Council

**SUBMITTED BY:** Guy Brown

**AGENDA CAPTION:** Presentation of Donation to The University of North Texas at Dallas.

Presented by: Guy Brown, HEDC Executive Director

### **Background Information**

The Hutchins Economic Development Corporation has made annual donations to the University of North Texas at Dallas for many years.

UNT Dallas offers students the most affordable tuition plans in the Southern Dallas County region, helping them achieve a bachelor’s, master’s, or juris doctoral degree while minimizing student debt. UNT Dallas’ education is accompanied by innovative, high-quality academic programs that include opportunities for rich experiential learning.

### **Budget Implications**

The Donation is derived from the Hutchins Economic Development Corporation budget and does not impact the City of Hutchins’ General Fund.

The amount of the donation is \$6,000.

### **Operational Impact**

No operation impact.

### **Legal Review**

NA.

### **Staff Recommendation**

Staff recommend presenting the donation to UNT Dallas and recognizing the contribution UNT Dallas makes to the Southern Dallas County community.



# STAFF REPORT

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<b>MEETING DATE:</b>	June 1, 2026
<b>MEETING TYPE:</b>	City Council
<b>SUBMITTED BY:</b>	Blake Moore
<b>AGENDA CAPTION:</b>	Discuss and Consider an SUP by Thomas Straight of Pavilion Construction to allow a Rehabilitation Care Facility to be permitted in the Light Industrial (LI) Zoning District.
	Presented by: Chief Building Official Blake Moore

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## **Background Information**

VOA has an existing SUP approved in 1989 that allowed them to operate a Rehabilitation Care Facility at 800 W Wintergreen Rd. Since that SUP the Zoning has changed, and they are now a "Legal Non-Conforming Use". Thomas Straight of Pavilion Construction has submitted an SUP to allow Rehabilitation Care Facility as a permitted use under the Light Industrial (LI) Zoning District with the purpose of making improvements to the existing facility and doing an addition to the existing facilities that will add over 2700 SQFT to the total for new offices and restrooms.

This was approved by Planning & Zoning on March 23, 2026 by a 3-2 vote.

## **Budget Implications**

N/A

## **Operational Impact**

N/A

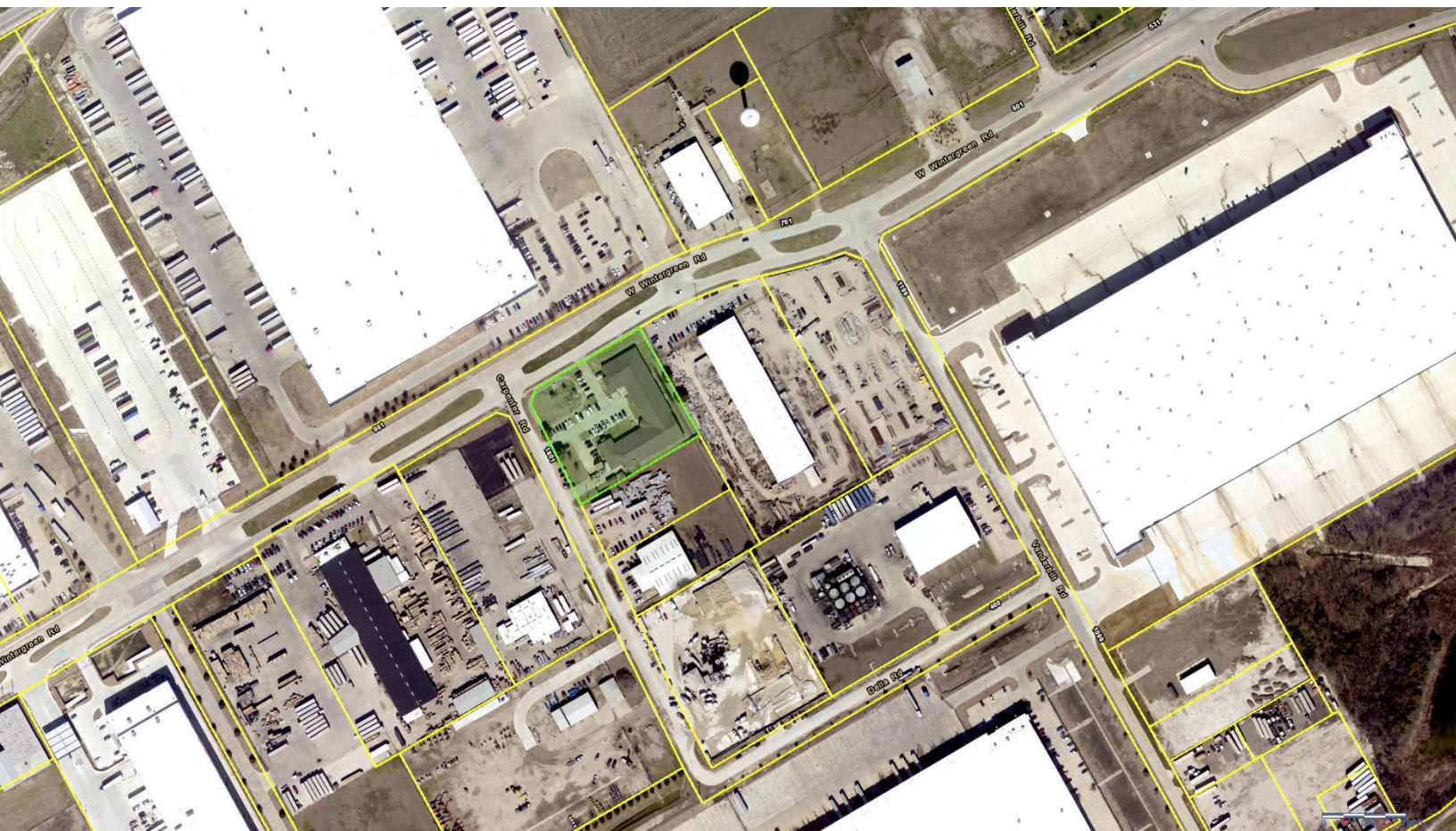
## **Legal Review**

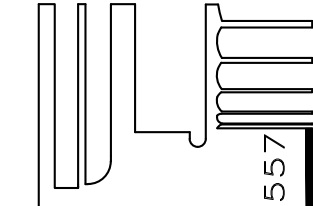
N/A

## **Staff Recommendation**

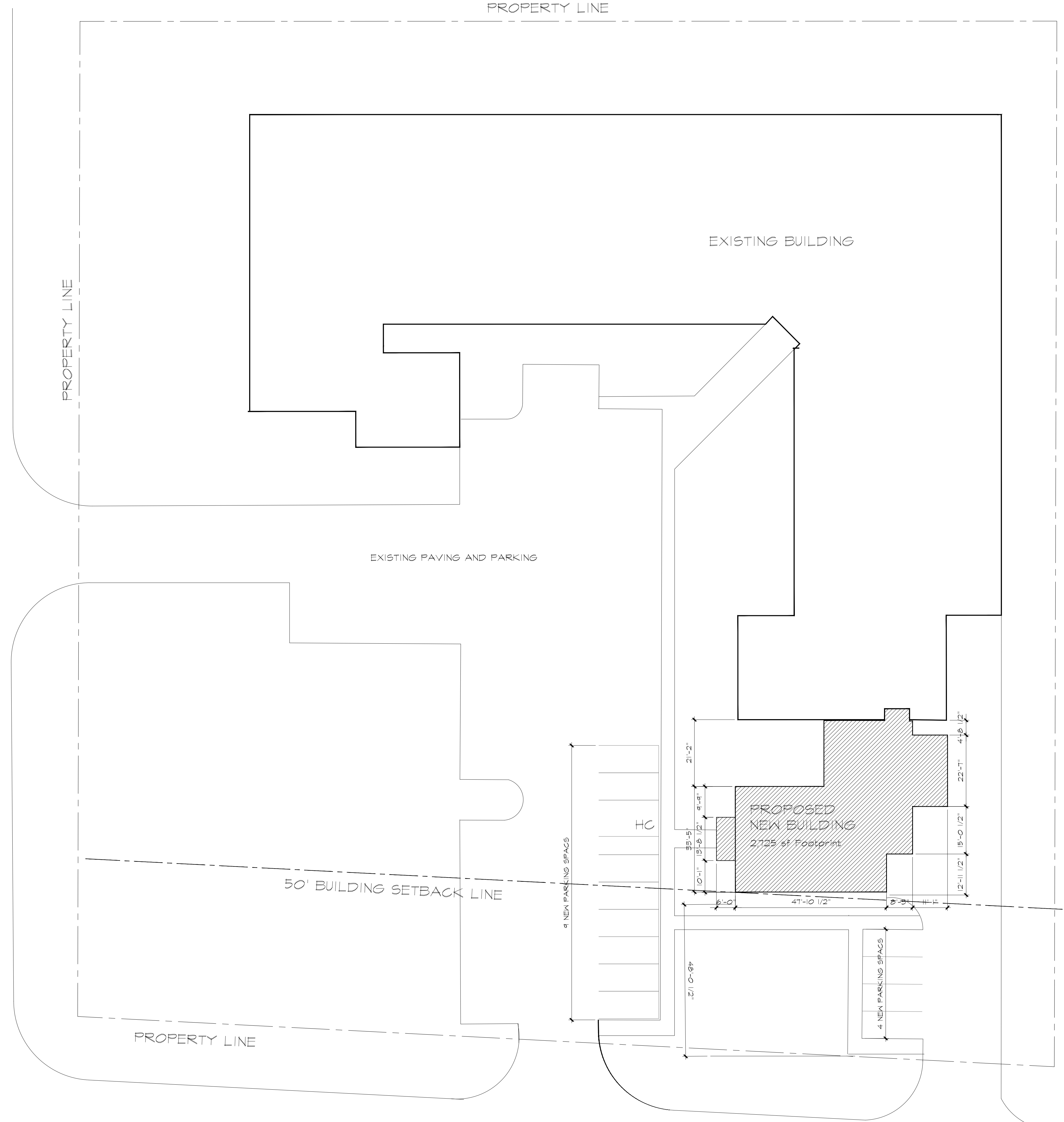
Staff recommends to review and consider appropriate action made

## **Supporting Documentation and Attachments**





WINTERGREEN ROAD



PROPERTY LINE

PROPERTY LINE

PROPERTY LINE

PROPERTY LINE

NOT FOR CONSTRUCTION

01 - ARCHITECTURAL SITE PLAN

SCALE: 1/16" = 1'-0"

NOTES

GENERAL REQUIREMENTS:

1. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS AND SHALL NOTIFY ARCHITECT - IKEMIRE ARCHITECTS OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION AND ORDERING OF MATERIALS.
2. REVIEW AND VERIFY ALL FINISH SPECIFICATIONS WITH IKEMIRE ARCHITECTS PRIOR TO CONSTRUCTION AND PROVIDE SAMPLES PER SPECIFICATIONS.
3. ALL DETAIL DRAWINGS ARE FOR DESIGN PURPOSE ONLY. O.G. AND/OR MILLWORK CONTRACTOR MUST PROVIDE SHOP DRAWINGS FOR APPROVAL TO OWNER PRIOR TO ORDERING AND/OR FABRICATION.
4. ALL WORK SHALL CONFORM TO THE LATEST CODE REQUIREMENTS OF LOCAL GOVERNING AGENCIES. SEE LIST...
5. ALL WORK CALLED FOR ON THE PLANS SHALL BE PROVIDED BY THE GENERAL CONTRACTOR UNLESS OTHERWISE NOTED.
6. SIGNS REQUIRE SEPARATE REVIEW PROCESS, SEPARATE APPROVAL, AND THIS PERMIT DOES NOT AUTHORIZE THE PLACEMENT OR CONSTRUCTION OF ANY SIGN OR SIGN STRUCTURE.
7. NO MATERIALS SHALL BE STORED ON PUBLIC PROPERTY UNLESS AN ENCROACHMENT PERMIT IS FIRST OBTAINED FROM THE PUBLIC WORKS DEPT.
8. CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO ENSURE THE SAFETY OF THE OCCUPANTS AND WORKERS AT ALL TIMES.
9. ALL WEATHER EXPOSED SURFACES SHALL HAVE A WEATHER RESISTIVE BARRIER TO PROTECT THE INTERIOR WALL COVERINGS AND THAT EXTERIOR OPENINGS SHALL BE FLASHED IN SUCH A MANNER AS TO MAKE THEM WATERPROOF.
10. SIGNS ARE REQUIRED FOR ALL ELECTRICAL ROOMS, MECHANICAL ROOMS, SPRINKLER CONTROL VALVE ROOMS, JANITOR CLOSETS, TELEPHONE CLOSETS AND SIMILAR ROOMS. ALSO THE MAXIMUM OCCUPANT LOAD OF THE BUILDING (1 PER 100 SF = 94 ) IS REQUIRED TO BE POSTED AND THE SIGNS TO HAVE A MINIMUM OF 1" LETTERING ON A CONTRASTING BACKGROUND. LETTERING SHALL HAVE A MINIMUM STROKE WIDTH OF 1/8".
11. ALL SUBSTANTIAL REVISIONS OR ADDITIONS MUST BE CLOUDED.

FIRE DEPARTMENT NOTES:

13. CONTRACTOR TO PROVIDE A SUFFICIENT NUMBER OF 2A10BC RATED FIRE EXTINGUISHERS IN ORDER THAT ALL PORTIONS OF THE BUILDING ARE WITHIN 75' OF TRAVEL DISTANCE OF SAID EXTINGUISHER AND SO THAT AT LEAST ONE 2A10BC RATED FIRE EXTINGUISHER IS PROVIDED FOR EACH 3,000 SQUARE FEET OF FLOOR SPACE OR PORTION THEREOF.
14. PROVIDE A PORTABLE FIRE EXTINGUISHER WITH A RATING OF NOT LESS THAN 40-B FOR KITCHEN / BREAK ROOM. LOCATE EXTINGUISHER PER LOCAL FIRE DEPARTMENT / AUTHORITY DIRECTION.
15. PROVIDE FIRE EXTINGUISHERS AS REQUIRED BY FIRE DEPARTMENT FIELD INSPECTOR.
16. MAINTAIN MINIMUM 44" AISLES TO EXIT OR PUBLIC WAY.
17. PROVIDE EXIT SIGNS ABOVE EXITS WITH MINIMUM 3/4" X 6" LETTERS LIGHTED ON CONTRASTING BACKGROUND.
18. EXIT SIGNS MUST BE INTERNALLY ILLUMINATED.
19. PROVIDE EMERGENCY EXIT LIGHTING PROVIDING A VALUE OF ONE FOOT CANDLE AT FLOOR LEVEL.
20. ADDITIONAL EXIT SIGNS WILL BE PROVIDED AS DIRECTED BY THE CITY INSPECTOR.
21. INTERIOR WALL AND CEILING FINISHES FOR ASSEMBLY AREAS SHALL NOT EXCEED AN FLM SPREAD RATING OF 16-200 CLASS III. ANY DECORATIONS USED SHALL BE NON-COMBUSTIBLE OR FLAME PROOFED IN AN APPROVED MANNER.
22. DRAPES AND OTHER DECORATIVE MATERIALS SHALL BE FLAME RETARDANT. CERTIFICATION THEREOF SHALL BE PROVIDED. EXITS, EXIT SIGNS, FIRE ALARM STATIONS, HOSE CABINETS AND EXTINGUISHER LOCATIONS SHALL NOT BE CONCEALED BY DECORATIVE MATERIALS.
23. ALL DECORATIVE MATERIALS SHALL BE MAINTAINED IN A FLAME-RETARDANT CONDITION.
24. INSULATION SHALL BE INSTALLED TO MEET FLAME SPREAD AND SMOKE DENSITY REQUIREMENTS PER U.B.C. CHAPTER 8.
25. SIGNS SHALL BE PROVIDED AND MAINTAINED FOR THE MAINTENANCE OF EXITS AND AISLE WAYS LEADING TO EXITS IN ACCORDANCE WITH CODES. SIGNS SHALL STATE, OBSTRUCTIONS, INCLUDING STORAGE, SHALL NOT BE PLACED IN THE REQUIRED WIDTH OF AN EXIT OR EXIT PASSAGEWAY.
26. FIRE DEPARTMENT FINAL INSPECTION REQUIRED. SCHEDULE INSPECTIONS 7-10 DAYS IN ADVANCE.
27. STORAGE, DISPENSING OR USE OF ANY FLAMMABLE AND COMBUSTIBLE LIQUIDS, FLAMMABLE AND COMPRESSED GASES, AND OTHER HAZARDOUS MATERIALS SHALL COMPLY WITH UNIFORM BUILDING REGULATIONS.
28. FIRE BLOCKS SHALL OCCUR AS PER U.B.C. SECTION 2516 (F). PROVIDE SPRINKLER SYSTEM ACCORDING TO U.B.C. 1917 SECTION 904 AND PER LOCAL FIRE DEPARTMENT REQUIREMENTS.

FIRE SPRINKLER SYSTEM:

29. ANY FIRE SYSTEM MODIFICATIONS, INCLUDING ANY INTERRUPTIONS IN SERVICE, NEEDS TO BE COORDINATED DIRECTLY WITH THE LANDLORD'S MANAGEMENT.
30. THE FIRE DEPARTMENT MUST BE CONTACTED A MINIMUM OF 7-10 DAYS IN ADVANCE TO SCHEDULE INSPECTIONS.
31. DEMOLITION AND CONSTRUCTION SAFETY SHALL CONFORM TO NCMC, CHAPTER 10 AND U.F.C., ARTICLE 81 REQUIREMENTS.
32. SPRINKLER AND FIRE ALARM MODIFICATIONS ARE REVIEWED AND PERMITTED SEPARATELY BY THE FIRE DEPARTMENT. SUBMIT A MINIMUM OF 3 SETS OF DRAWINGS FOR REVIEW AND APPROVAL PRIOR TO START OF WORK. AUTOMATIC FIRE EXTINGUISHING SYSTEMS REQUIRED. SUBMIT PLANS FOR APPROVAL TO FIRE PROTECTION ENGINEER.
33. PLACEMENT OF PORTABLE FIRE EXTINGUISHERS SHALL BE DETERMINED BY THE FIRE INSPECTOR. EQUIPMENT MUST BE MOUNTED BEFORE CONSTRUCTION IS FINAL. MINIMUM RATING IS 2A10BC. THE KITCHEN / BREAK ROOM WILL REQUIRE ONE OR MORE "K" CLASS PORTABLE FIRE EXTINGUISHERS.
34. ALL PENETRATIONS INTO OR THROUGH FIRE RESISTIVE CONSTRUCTION MUST COMPLY WITH UBC CHAPTER 7 REQUIREMENTS.
35. AN APPROVED NUMBER OR ADDRESS MUST BE PROVIDED IN A POSITION THAT WILL BE PLAINLY VISIBLE FROM THE STREET OR ROAD FRONTING THE PROPERTY. NUMBERS ARE REQUIRED TO BE A MINIMUM OF 6" IN HEIGHT.
36. ALL NEW FIRE HYDRANTS SHALL BE INSTALLED AND OPERABLE.
37. THE FIRE DEPARTMENT ACCESS SHALL BE APPROVED BEFORE THE DELIVERY OF COMBUSTIBLE CONSTRUCTION MATERIALS TO THE SITE.
38. ALL AIR-MOVING SYSTEMS, PROVIDING AIR TO SPACE, IN EXCESS OF 2,000 CFM MUST BE PROVIDED WITH A SMOKE DETECTOR THAT WILL INITIATE AN AUTO SHUT-OFF UPON DETECTION OF PRODUCTS OF COMBUSTION. ALL EQUIPMENT TO BE INTERCONNECTED FOR SHUT-DOWN IN ACCORDANCE WITH UBC.
39. A FIRE HYDRANT SHALL BE LOCATED WITHIN 500 FEET OF FIRE DEPARTMENT CONNECTIONS. FIRE APPARATUS MUST BE ABLE TO GET TO WITHIN 50 FEET OF F.D.C.

# HALFWAY HOUSE FACILITY

## VOLUNTEERS OF AMERICA - TEXAS

### 800 WEST WINTERGREEN RD.

### HUTCHINS, TX

BUILDING ANALYSIS DATA	PROJECT CONSULTANTS
<p>USE ----- OFFICE ADDITION</p> <p>CONSTRUCTION TYPE ----- TYPE 2-B</p> <p>OCCUPANCY ----- BUSINESS GROUP B 1431 SQUARE FEET</p> <p>TENANT AREA -----</p> <p>OCCUPANT LOAD ----- 9.58 OCCUPANTS = 150 OSF PER OCCUPANT = 1431/150</p> <p>BUILDING CODE ----- 2021 INTERNATIONAL BUILDING CODE 2021 INTERNATIONAL EXISTING BUILDING CODE</p> <p>PLUMBING CODE ----- 2021 INTERNATIONAL PLUMBING CODE</p> <p>MECHANICAL CODE ----- 2021 INTERNATIONAL MECHANICAL CODE</p> <p>ELECTRICAL CODE ----- 2020 NATIONAL ELECTRIC CODE</p> <p>ENERGY CONSERVATION CODE --- 2015 INTERNATIONAL ENERGY CONSERVATION CODE</p>	<p>GENERAL CONTRACTOR</p> <p>DURANGO CONSTRUCTION GROUP 2030 G AVENUE, SUITE #104 PLANO, TX 75074 214-769-1662 TOM STRAIGHT TOM@DURANGOCONSTRUCTIONGROUP.COM</p> <p>ARCHITECT</p> <p>IKEMIRE ARCHITECTS 16660 DALLAS PARKWAY, SUITE 2900 DALLAS, TX 75248 972-248-2486 CYNTHIA ANDERSEN FORD, RA, LEED GA CYNTHIA.FORD@IKEMIREARCHITECTS.COM</p>

ARCHITECTURAL

- SITE SITE PLAN
- A0 COVER / SHEET INDEX
- A1.1 FLOOR PLAN
- A1.2 ROOF PLAN
- A2.0 SECTIONS
- A3.0 ELEVATIONS
- A4.0 SCHEDULES & DETAILS

MEP

- E1.1 ELECTRIC PLAN & LIGHTING PLAN
- E1.2 ELECTRICAL SPECIFICATIONS
- M1.1 MECHANICAL FLOOR PLAN

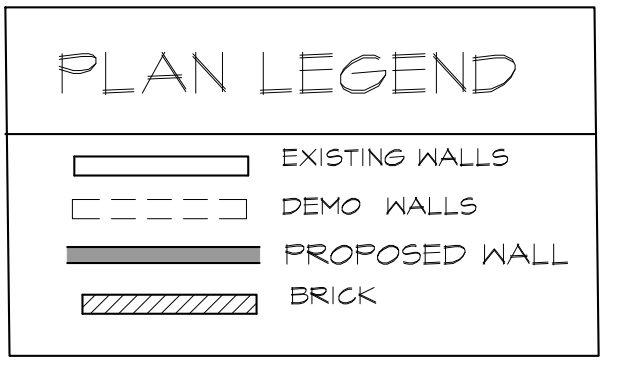
NOT FOR CONSTRUCTION

DATE: \_\_\_\_\_  
REVISIONS: \_\_\_\_\_

RESIDENTIAL FACILITY ADDITION  
VOLUNTEERS OF AMERICA - TEXAS  
800 W. WINTERGREEN RD.  
HUTCHINS, TX 75141

progress set

IKEMIRE ARCHITECTS LLC  
ARCHITECTURE & PLANNING  
16660 DALLAS PKWY., SUITE 2900 DALLAS, TX 972-248-2486 FAX 972-248-1557  
INTERIORS



**GENERAL WALL NOTE:**

- INTERIOR WALLS TO 6" ABOVE CEILING ARE TO BE WOOD STUD FRAMED @ 16" O.C. WITH 1 LAYER OF 5/8" GYPSUM BOARD ON EACH SIDE. GYPSUM BOARD TO EXTEND TO 6" ABOVE CEILING. DRAPE 6" FIBERGLASS SOUND INSULATION TO 2" OFF OF WALL ON EACH SIDE. TO BE DRAPED UP AND OVER TOP OF WALL. WALL TO BE TAPED, BEDDED AND PAINTED. WALL TO RECEIVE LEVEL 4 FINISH WITH AN EGGSHELL FINISH.
- FOR STRUCTURAL STABILITY SECURE WALL TO STRUCTURE ABOVE AT A MAXIMUM OF 4'-0" O.C.

**BLOCKING NOTE:**

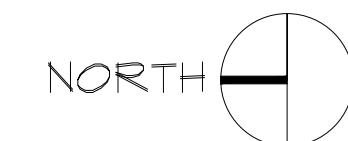
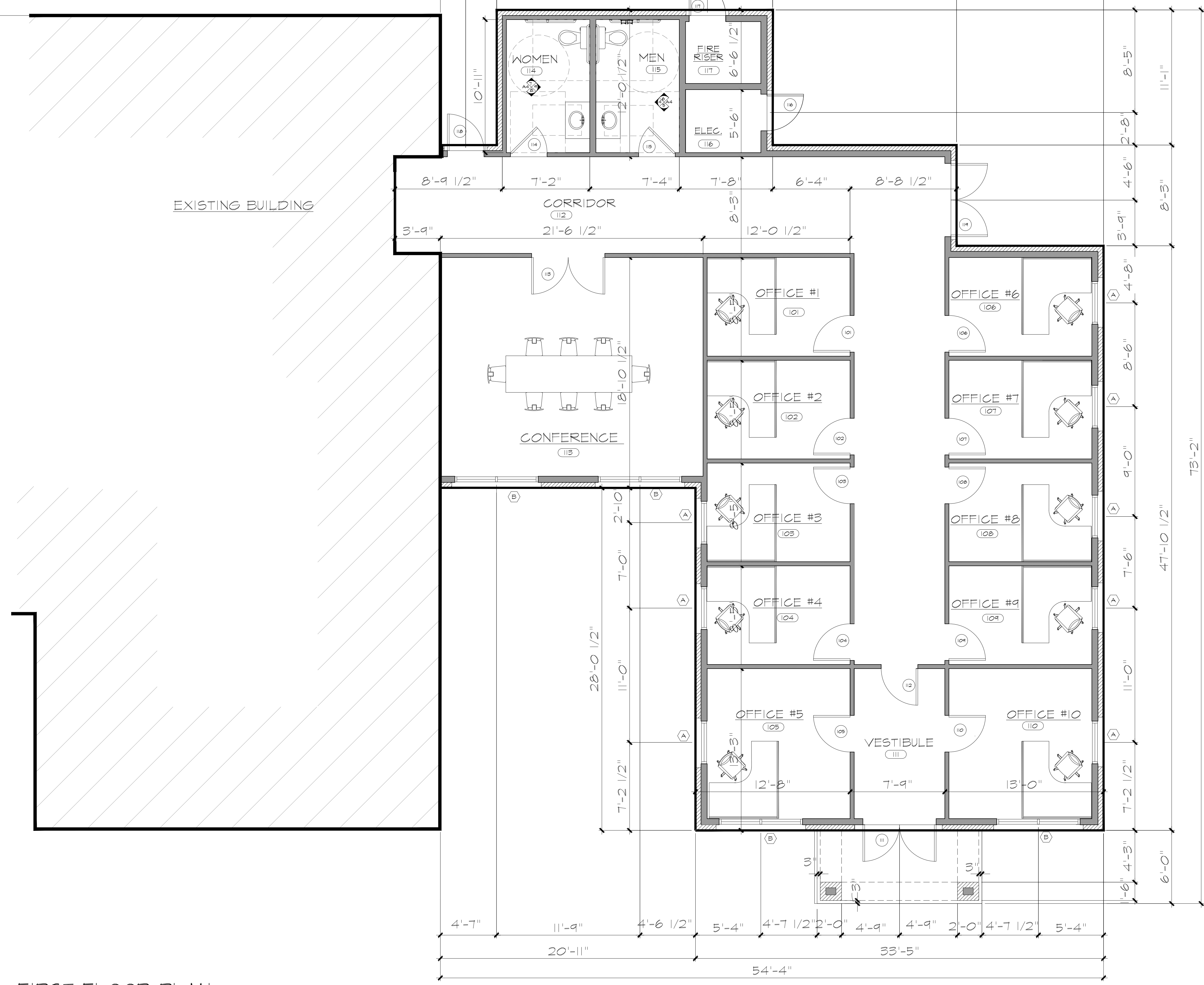
IN-WALL BLOCKING IS TO BE PROVIDED AT ALL JAMBS AND HEADS FOR ALL WINDOW ELEVATIONS AND IN REST ROOMS AS NOTED.

**GENERAL FRAMING NOTE:**

GC TO NOTE THAT DIMENSIONING IS FROM OUTSIDE OF FRAMING TO OUTSIDE OF FRAMING.

DUE TO POSSIBLE UNKNOWN CONDITIONS OF EXISTING STRUCTURE, GC TO VERIFY ALL FIELD CONDITIONS AND ADJUST AS NEEDED FOR ANY FIELD DISCREPANCIES AND NOTIFY ARCHITECT IF NEEDED.

Existing Building	25,920 sf
Proposed Addition	2,643 sf
<b>Total New Building</b>	<b>28,563 sf</b>



01- FIRST FLOOR PLAN

SCALE: 1/4"=1'-0"

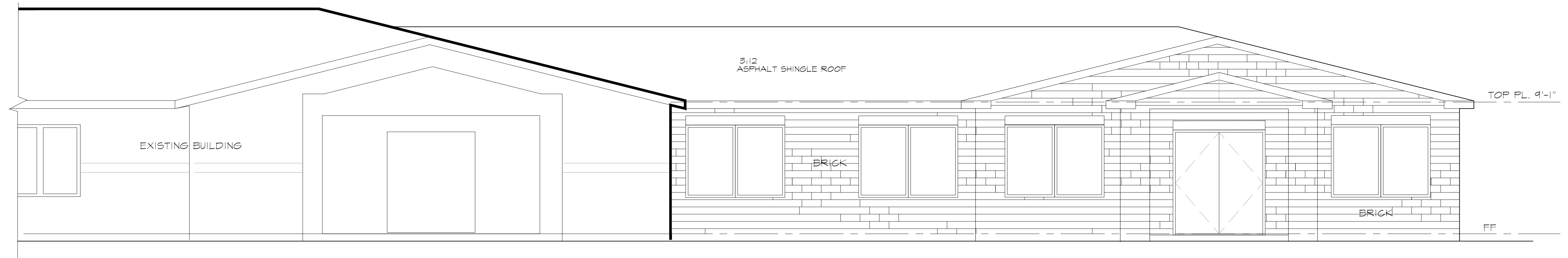
NOT FOR CONSTRUCTION

RESIDENTIAL FACILITY ADDITION  
 VOLUNTEERS OF AMERICA - TEXAS  
 800 W. WINTERGREEN RD.  
 HUTCHINS, TX 75141

progress set

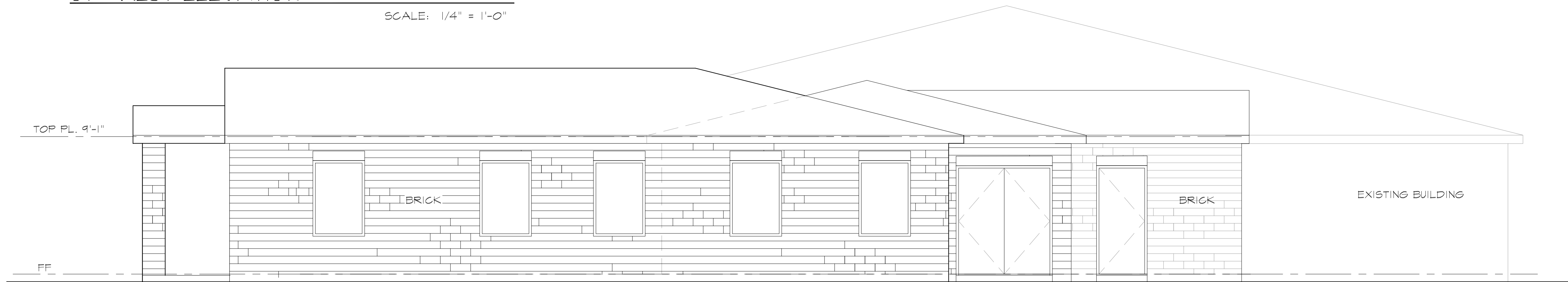
**IKEMIRE ARCHITECTS LLC**  
 INTERIORS  
 ARCHITECTURE PLANNING  
 16660 DALLAS PKWY. SUITE 2900 DALLAS, TX 75248-2486 FAX 972-248-11557

**A1**



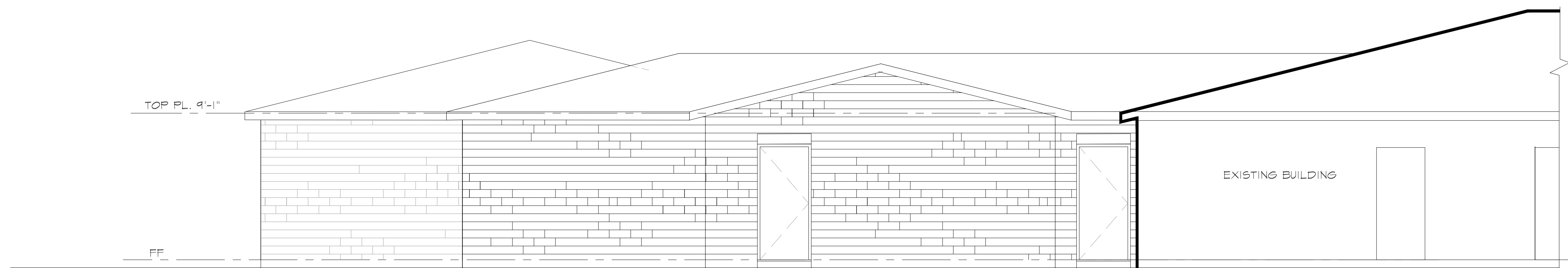
01 - WEST ELEVATION

SCALE: 1/4" = 1'-0"



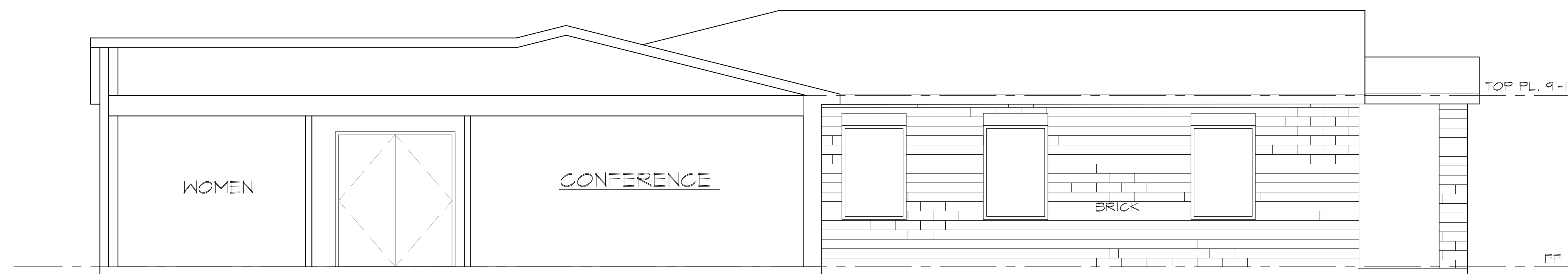
02 - SOUTH ELEVATION

SCALE: 1/4" = 1'-0"



03 - EAST ELEVATION

SCALE: 1/4" = 1'-0"



04 NORTH ELEVATION

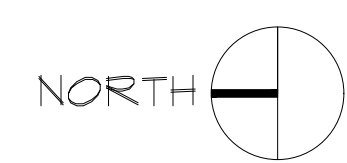
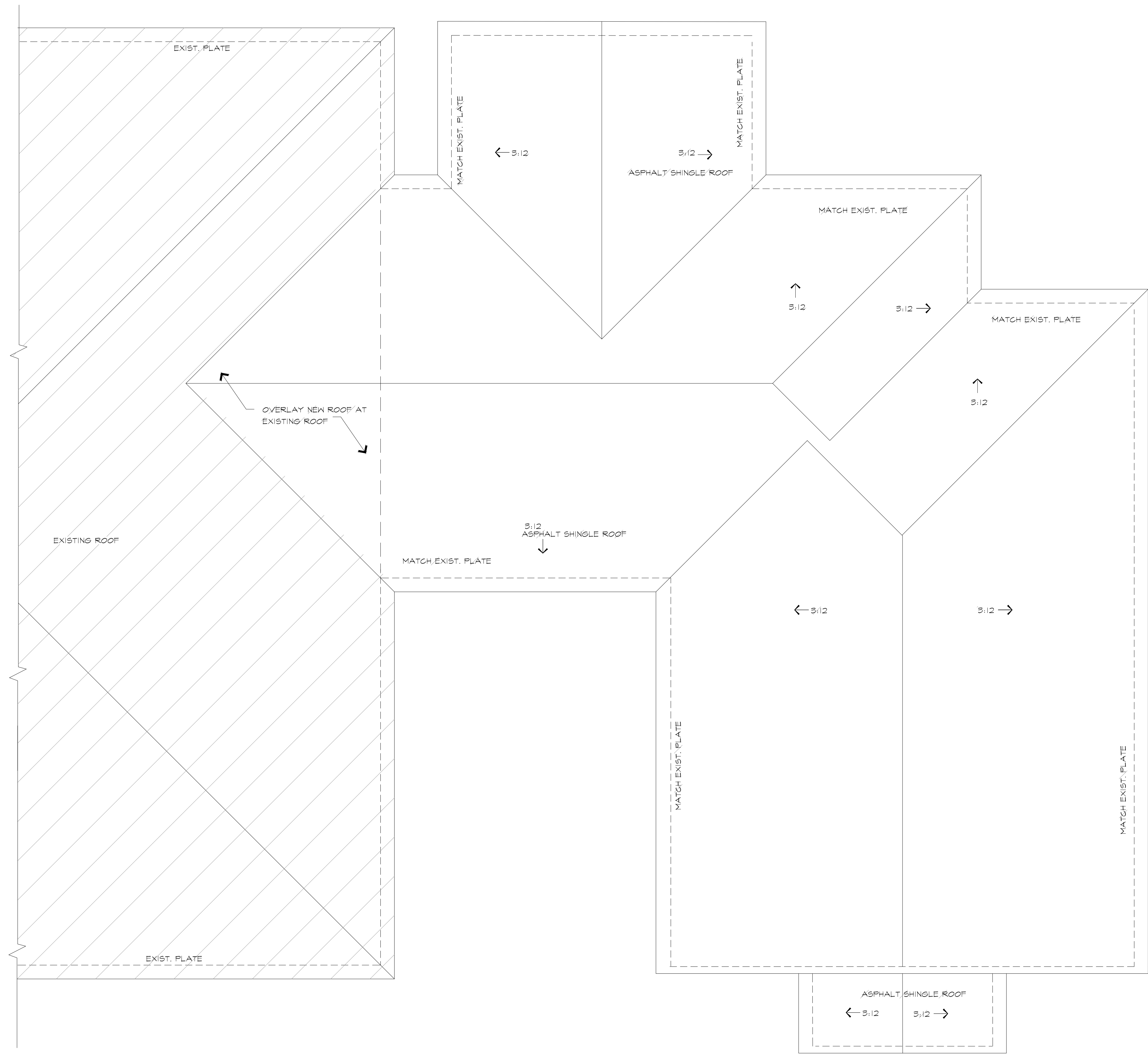
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION

RESIDENTIAL FACILITY ADDITION  
VOLUNTEERS OF AMERICA - TEXAS  
800 W. WINTERGREEN RD.  
HUTCHINS, TX 75141

progress set

**IKEMIRE ARCHITECTS LLC**  
ARCHITECTURE PLANNING INTERIORS  
16660 DALLAS PKWY., SUITE 2900 DALLAS, TX 75248-2486 FAX 972-248-1557  
972-248-2486



01- ROOF PLAN

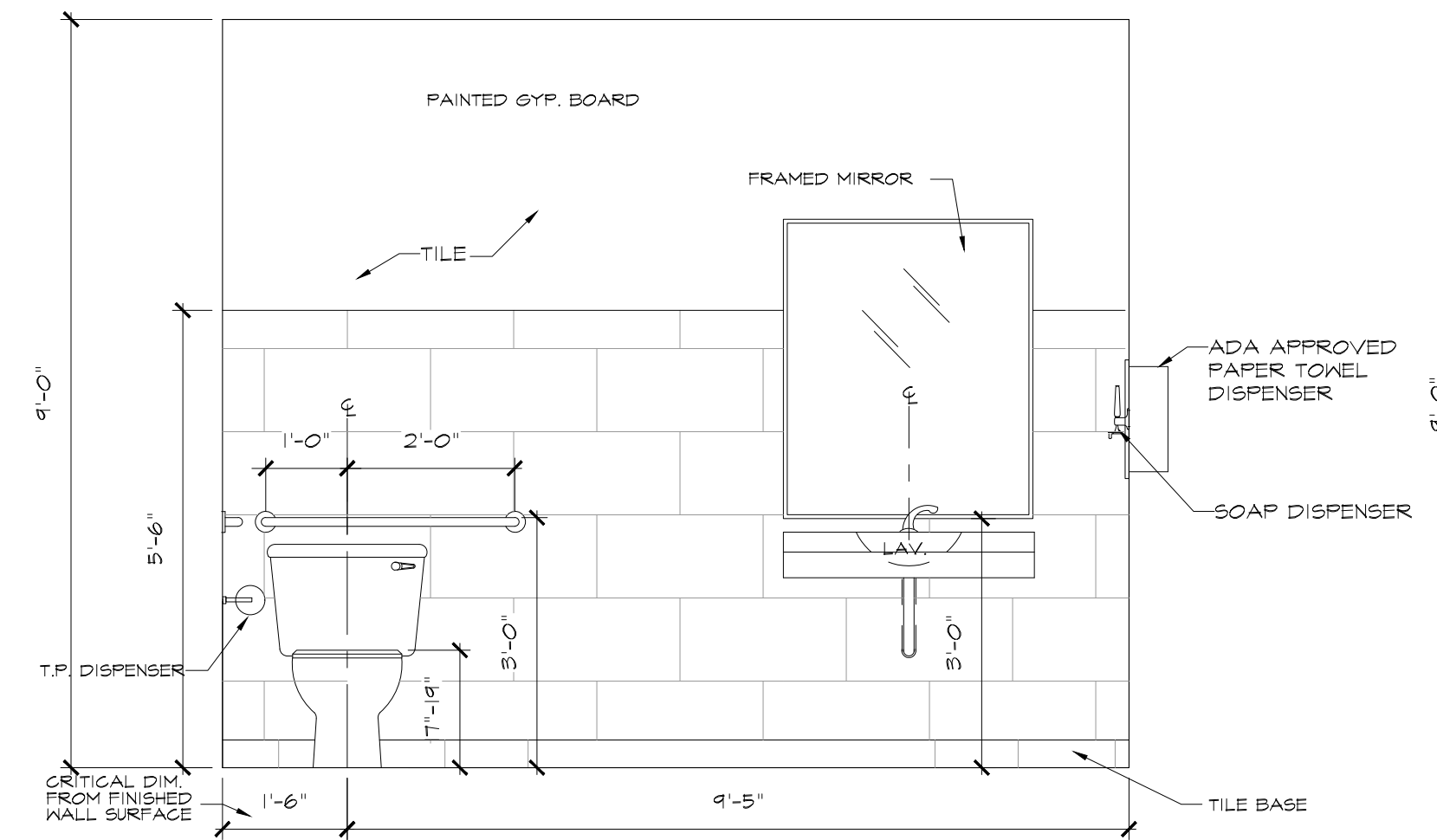
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NOT FOR CONSTRUCTION

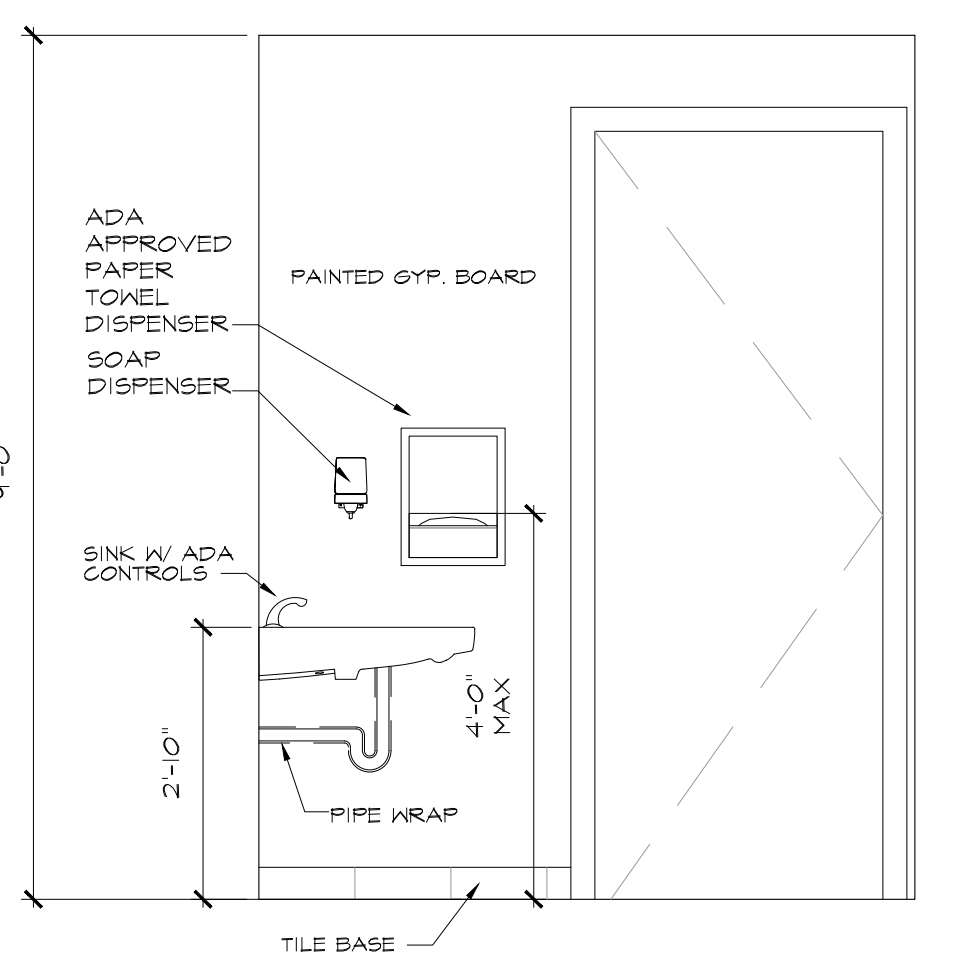
DATE:   
 REVISIONS:   
 RESIDENTIAL FACILITY ADDITION   
 VOLUNTEERS OF AMERICA - TEXAS   
 800 W. WINTERGREEN RD.   
 HUTCHINS, TX 75141

progress set   
 IKEMIRE ARCHITECTS LLC   
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 16660 DALLAS PKWY. SUITE 2900 DALLAS, TX 972-248-2486 FAX 972-248-1557

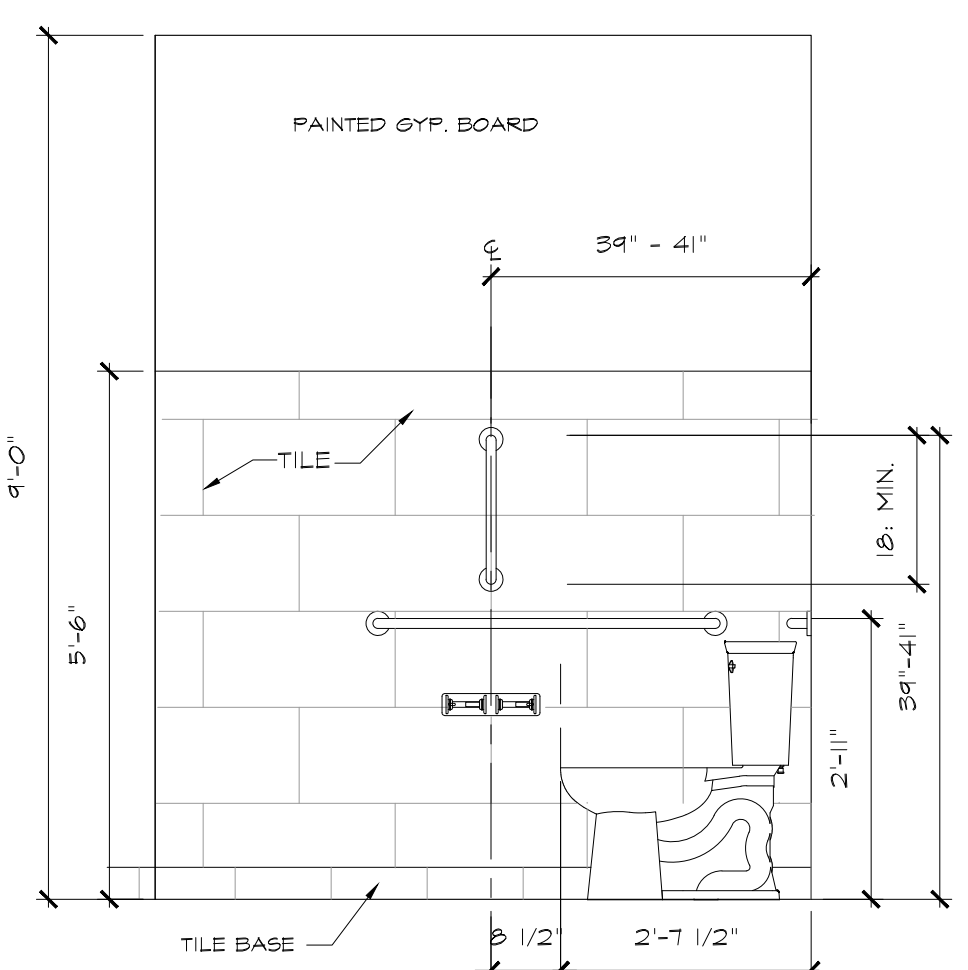
A3   
 JOB #225044



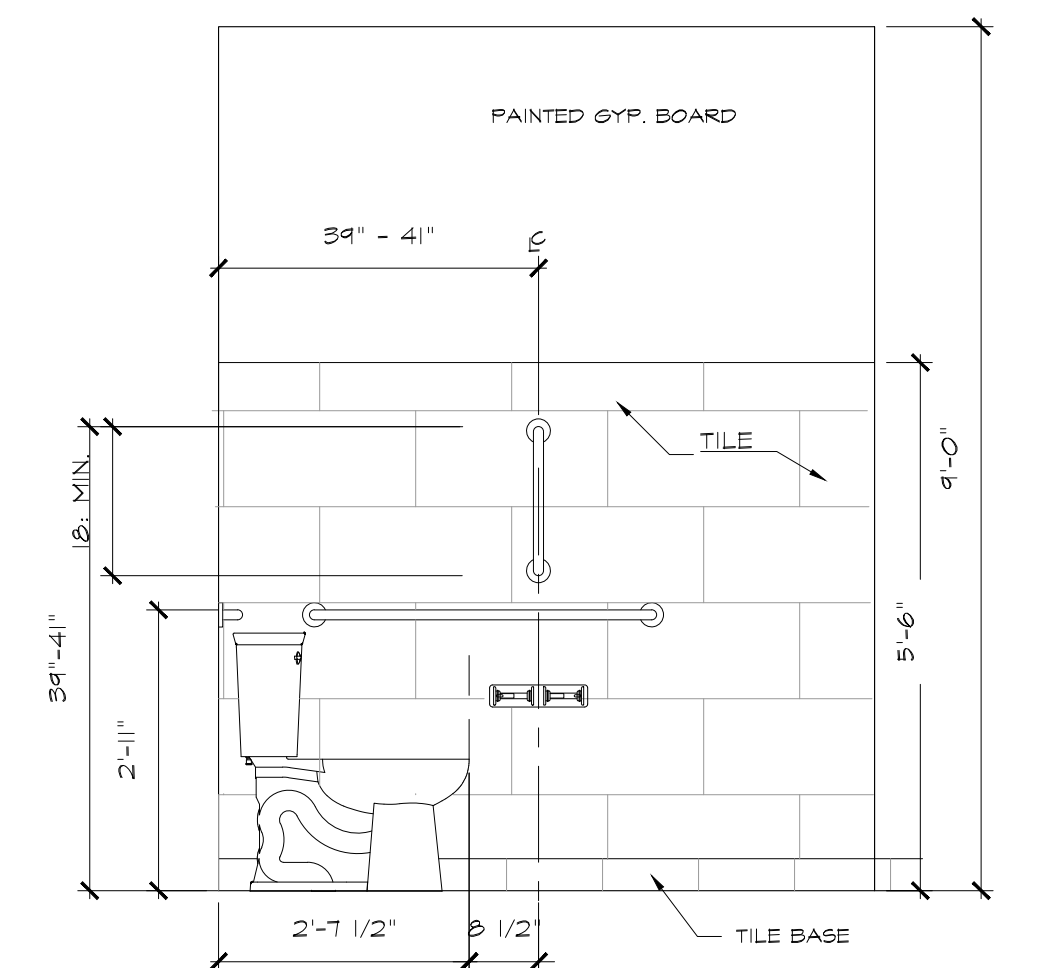
**09- WOMENS TOILET ELEV.**  
 SCALE: 1/2" = 1'-0"



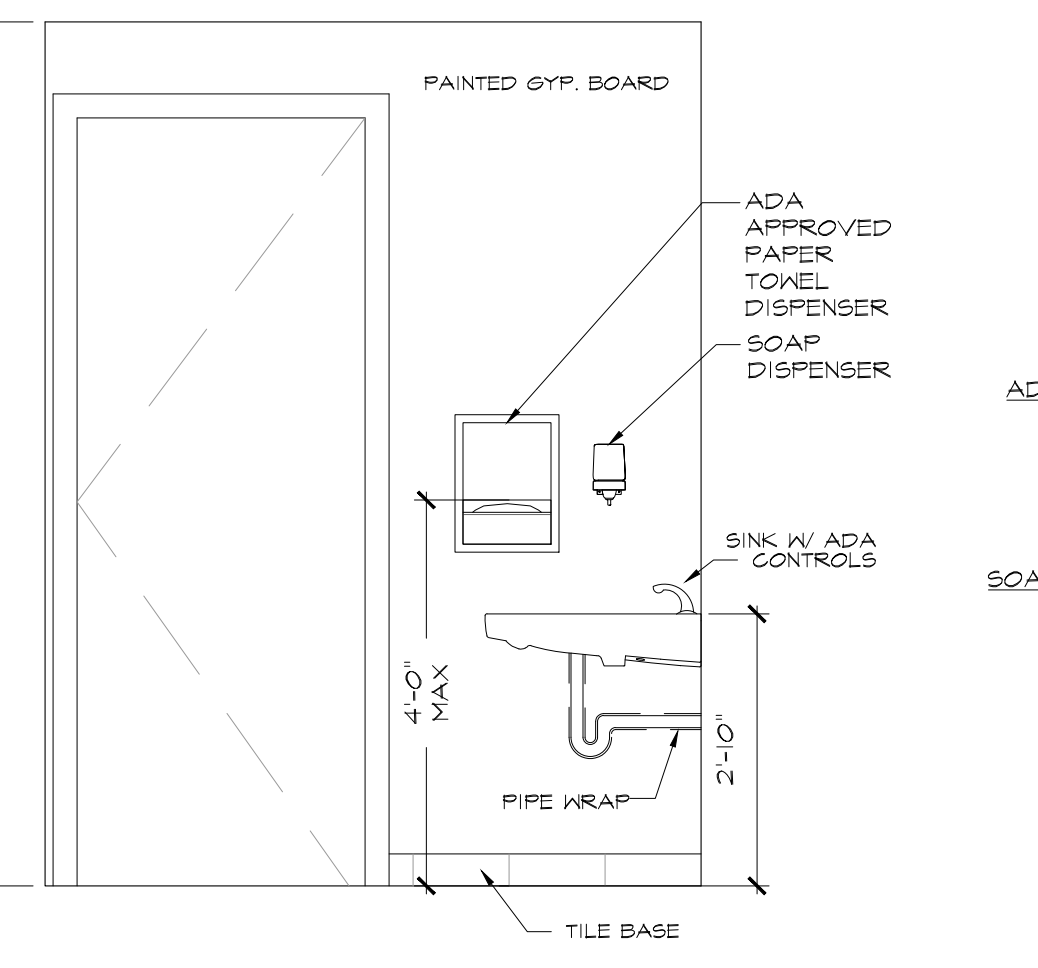
**08- WOMENS TOILET ELEV.**  
 SCALE: 1/2" = 1'-0"



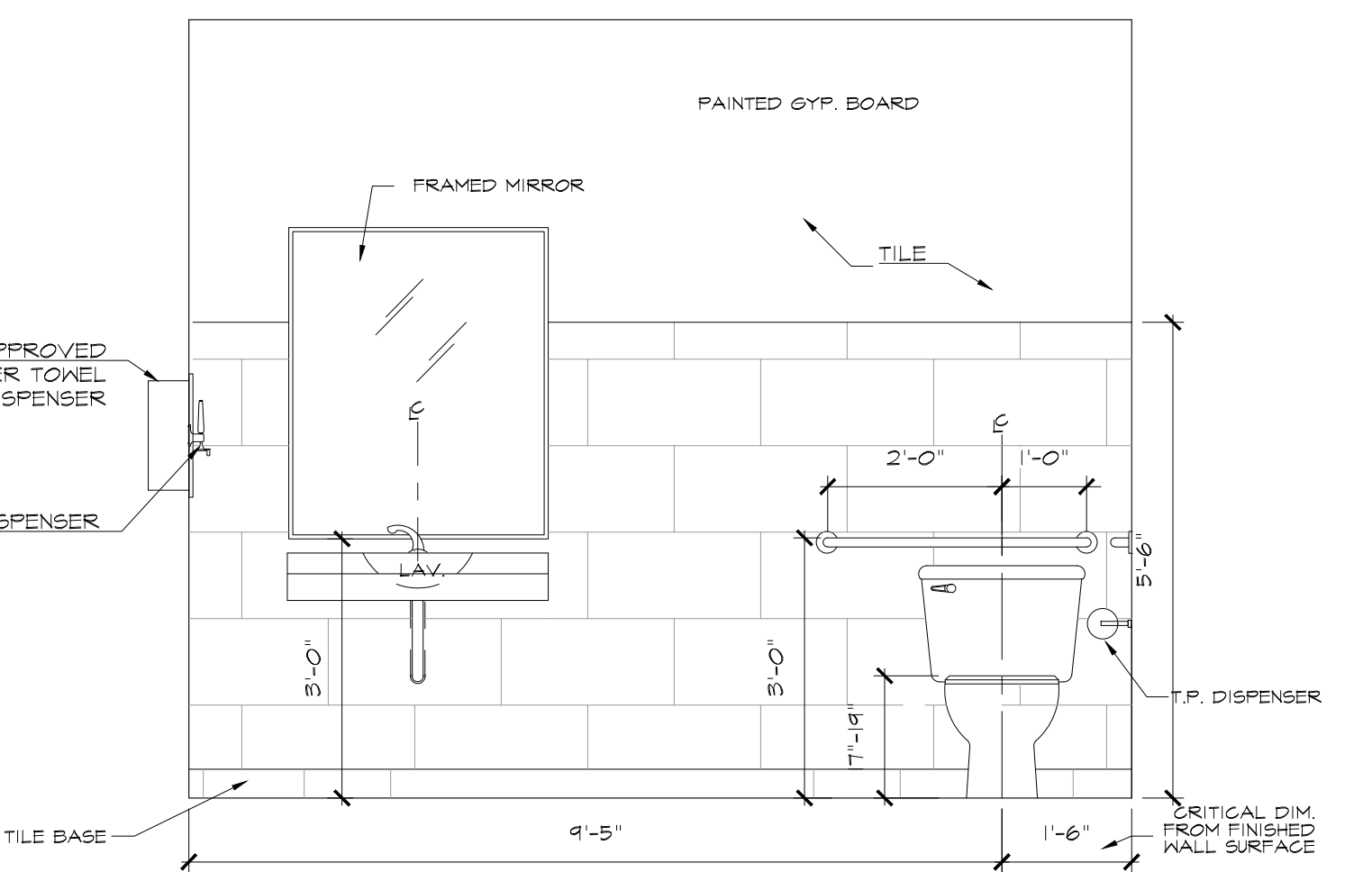
**07- WOMENS TOILET ELEV.**  
 SCALE: 1/2" = 1'-0"



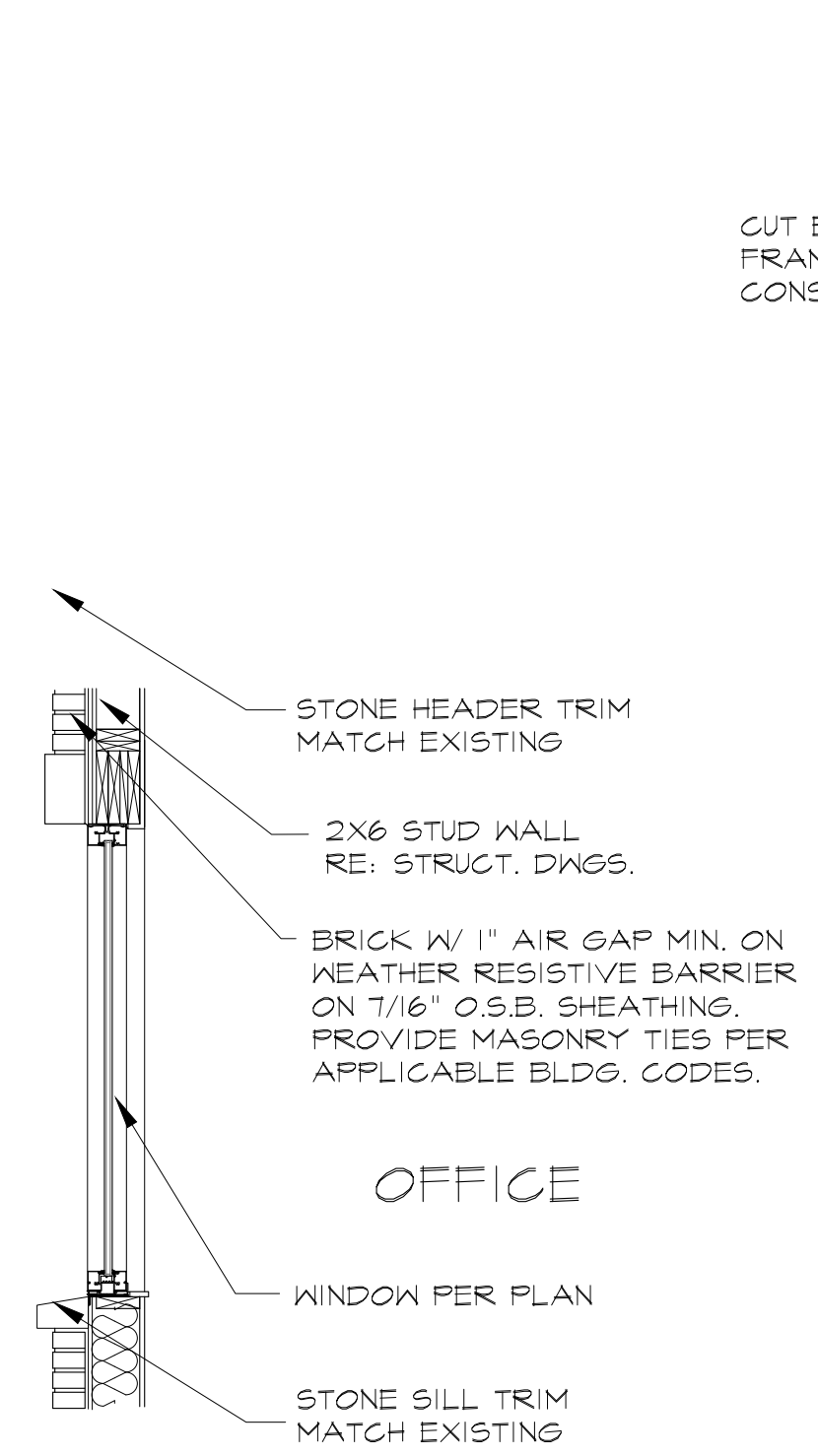
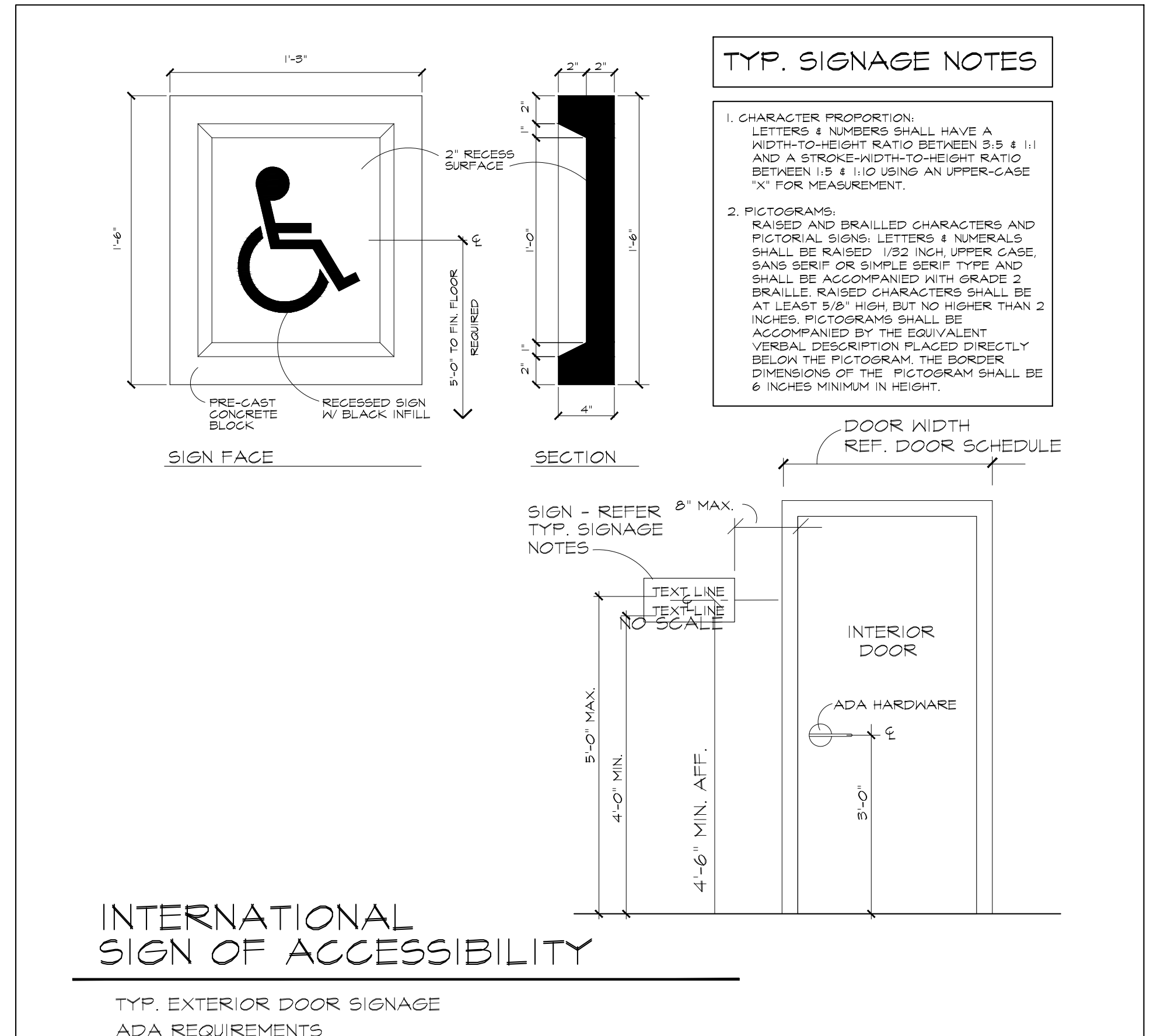
**06- MENS TOILET ELEV.**  
 SCALE: 1/2" = 1'-0"



**05- MENS TOILET ELEV.**  
 SCALE: 1/2" = 1'-0"

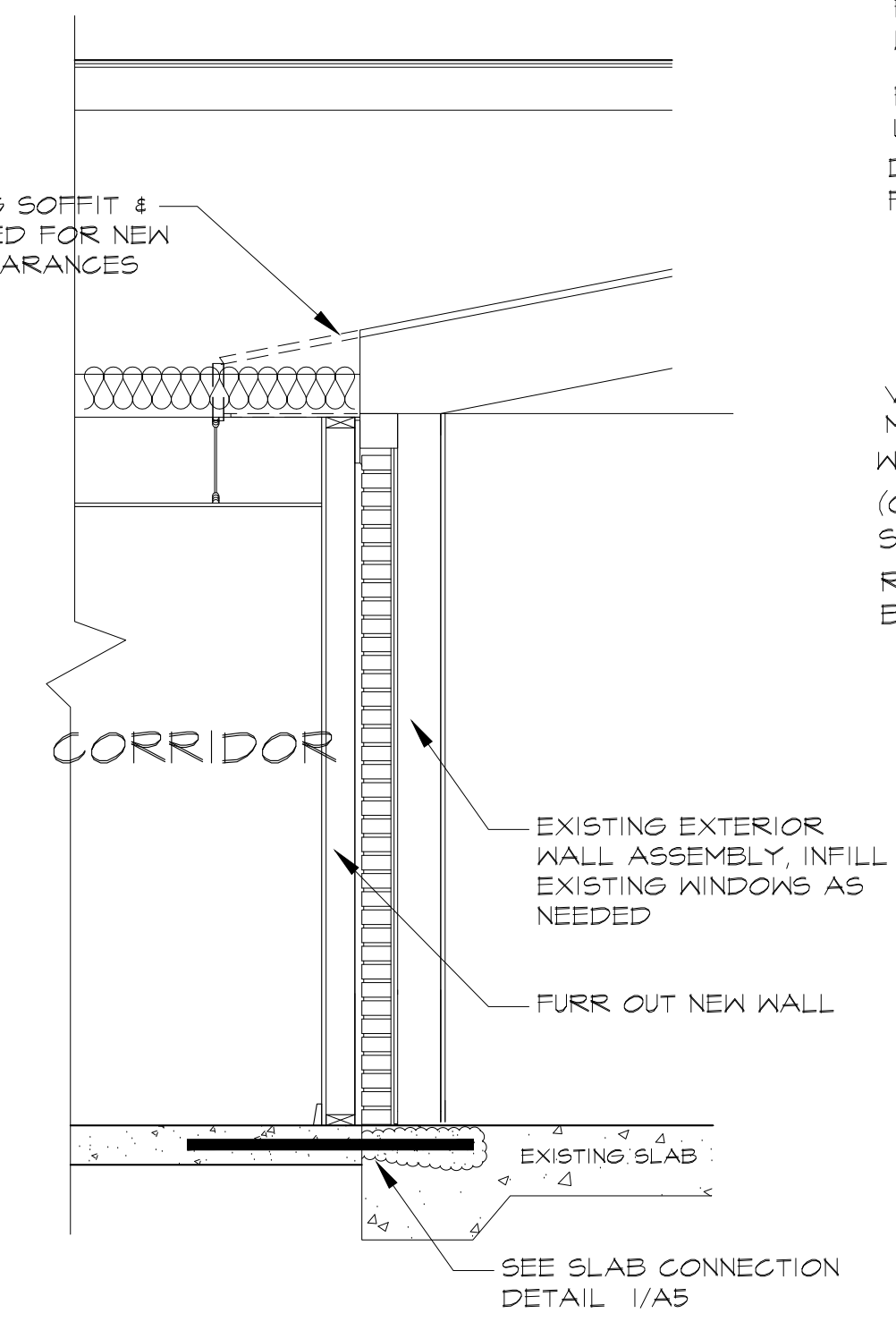


**04- MENS TOILET ELEV.**  
 SCALE: 1/2" = 1'-0"



**03 - WALL SECTION**

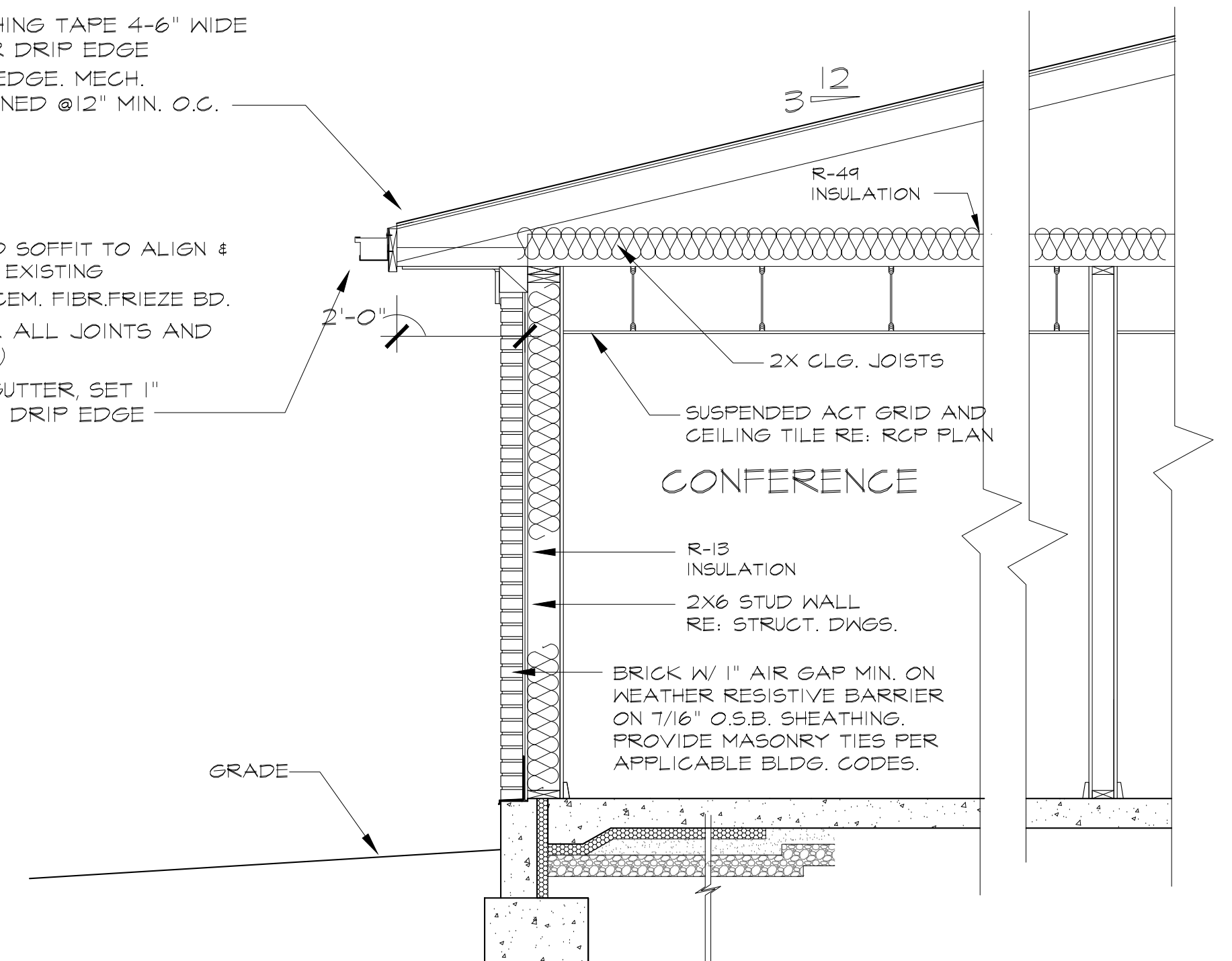
SCALE: 1/2" = 1'-0"



**02 - WALL SECTION**

SCALE: 1/2" = 1'-0"

ASPHALT SHINGLE ON 2 LAYERS  
 15# FELT ON 1/2" EXT O.S.B. WD.  
 SHEATHING ON ROOF FRAMING  
 1 x 8" FASCIA W/ 2X NAILER  
 ICE DAM PROTECTION  
 MEMBRANE. EXTEND FROM LOW  
 EDGE TO A POINT A MIN. 24"  
 FROM EXTERIOR FACE OF  
 WALL. LAP OVER DRIP EDGE.  
 FLASHING TAPE 4-6" WIDE  
 UNDER DRIP EDGE  
 DRIP EDGE, MECH.  
 FASTENED @ 12" MIN. O.C.



**01 - WALL SECTION**

SCALE: 1/2" = 1'-0"

NOT FOR CONSTRUCTION

progress set

**IKEMIRE ARCHITECTS LLC**  
 ARCHITECTURE PLANNING INTERIORS  
 16660 DALLAS PKWY. SUITE 2900 DALLAS, TX 972-248-2486 FAX 972-248-1557

RESIDENTIAL FACILITY ADDITION  
 VOLUNTEERS OF AMERICA - TEXAS  
 800 W. WINTERGREEN RD.  
 HUTCHINS, TX 75141

**GENERAL FINISH NOTE**

1. GENERAL CONTRACTOR TO COORDINATE WITH OWNER OR OWNERS REPRESENTATIVE REGARDING ALL INTERIOR FINISHES.
2. ALL INTERIOR FINISHES ARE TO MEET ALL APPLICABLE CODE REQUIREMENTS.
3. PROVIDE SCHLUTER TRANSITION STRIPS WHERE FLOOR FINISHES START, CHANGE OR TERMINATE.
4. TRANSITION STRIPS AT DOORWAYS TO BE LOCATED AT DOOR CENTERLINE.
5. WALL BASE TO BE PROVIDED AT LOCATIONS DETERMINED BY OWNER AND GENERAL CONTRACTOR.
6. WHERE WALL BASE IS LOCATED, PROVIDE PREFORMED CORNER PIECES.
7. ALL COMBUSTIBLE WALL FINISHES MUST HAVE A CLASS 'B' RATING OR BETTER.
8. ANY EXPOSED STEEL TO BE PAINTED UNLESS IT IS GALVANIZED.
9. INTERIOR FINISH, CABINETRY, FIXTURE AND FURNITURE SELECTIONS TO BE BY OTHERS.

**GENERAL WALL NOTE:**

1. INTERIOR WALLS ARE TO BE WOOD STUD FRAMED @ 16" O.C. WITH 1 LAYER OF 5/8" TYPE-X GYPSUM BOARD ON EACH SIDE. FRAMING AND GYPSUM BOARD TO EXTEND TO UNDERSIDE OF ROOF TRUSSES. WALL TO BE TAPED, BEDDED AND PAINTED WITH AN EGGSHELL FINISH. TEXTURE AND COLOR FINISH TO BE SELECTED BY OWNER.

**DOOR AND WINDOW NOTES**

1. ALL INTERIOR DOORS TO BE UNDERCUT 3/4" FOR RETURN AIR. REFER TO MECHANICAL PLANS FOR ADDITIONAL NOTES.
2. ALL DOORS AND WINDOWS TO COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODES WHERE APPLICABLE.
3. ALL GLAZING TO BE TEMPERED WHERE REQUIRED BY THE INTERNATIONAL BUILDING CODES.
4. LOCKS OR LATCHES AT ALL EXIT DOORS SHALL BE OPERABLE FROM INSIDE WITHOUT THE USE OF A KEY OR ANY SPECIAL KNOWLEDGE OR EFFORT.
5. ALL INTERIOR DOORS TO HAVE DOME FLOOR STOPS.
6. ALL DOORS TO HAVE SILENCERS AS PROVIDED BY DOOR FRAME MANUFACTURERS.
7. REFER TO SCHEDULES FOR ADDITIONAL INFORMATION AND NOTES.

**INTERIOR FINISH SELECTIONS**

PAINT	P-1	SHERWIN WILLIAMS, EGGSHELL, COLOR TO BE SELECTED BY OWNER
	P-2	SHERWIN WILLIAMS, EGGSHELL, COLOR TO BE SELECTED BY OWNER
FLOORING	F-1	MILLIKEN CARPET, STYLE AND COLOR TO BE SELECTED BY OWNER
	F-2	LAMINATE FLOORING, STYLE AND COLOR TO MATCH EXISTING ADJACENT
	F-3	TILE
FLOOR BASE	B-1	6" COVE VINYL BASE
	B-2	TILE
STORE FRONT	SF-1	STORE FRONT TO BE SELECTED BY OWNER
CEILING	C-1	ACT/LAY-IN

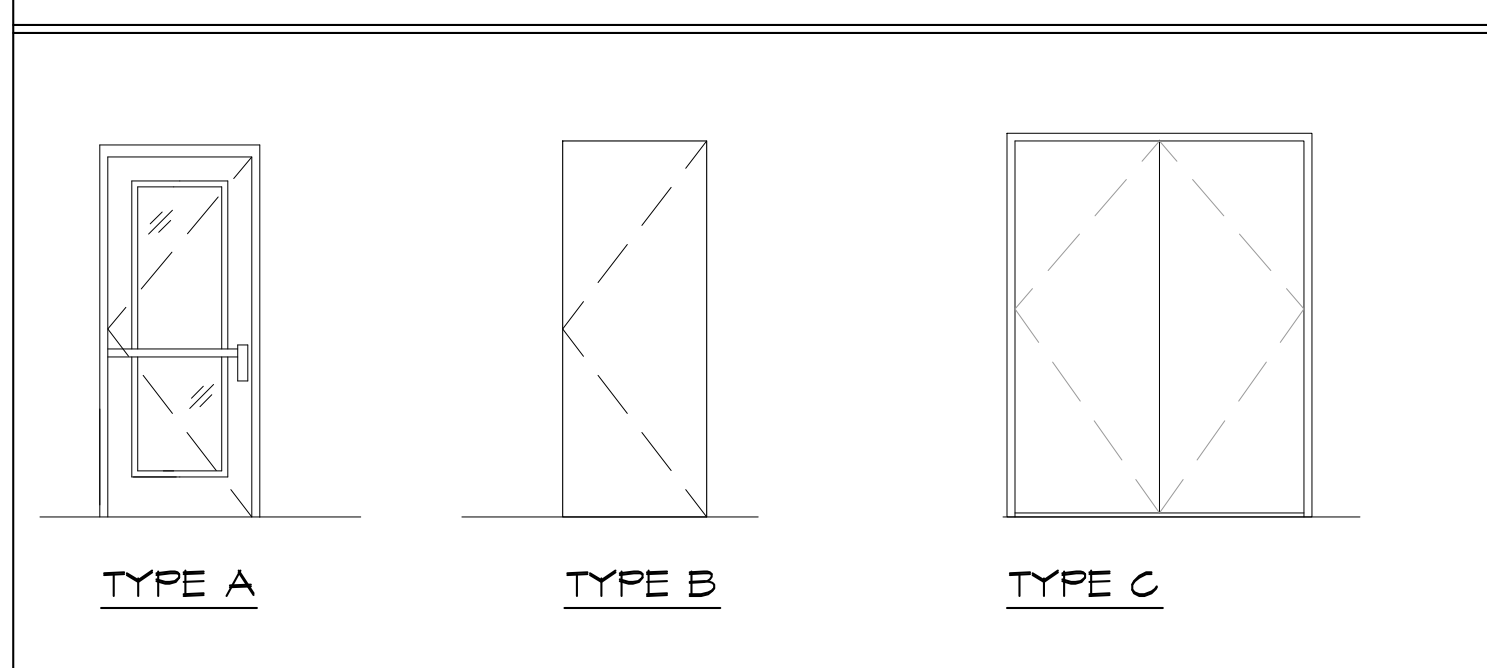
1. ALL MANUFACTURERS SHOWN ARE FOR STANDARD TYPE AND QUALITY. EQUAL OR BETTER PRODUCTS MAY BE SUBMITTED FOR APPROVAL BY THE OWNER.

**FINISH SCHEDULE**

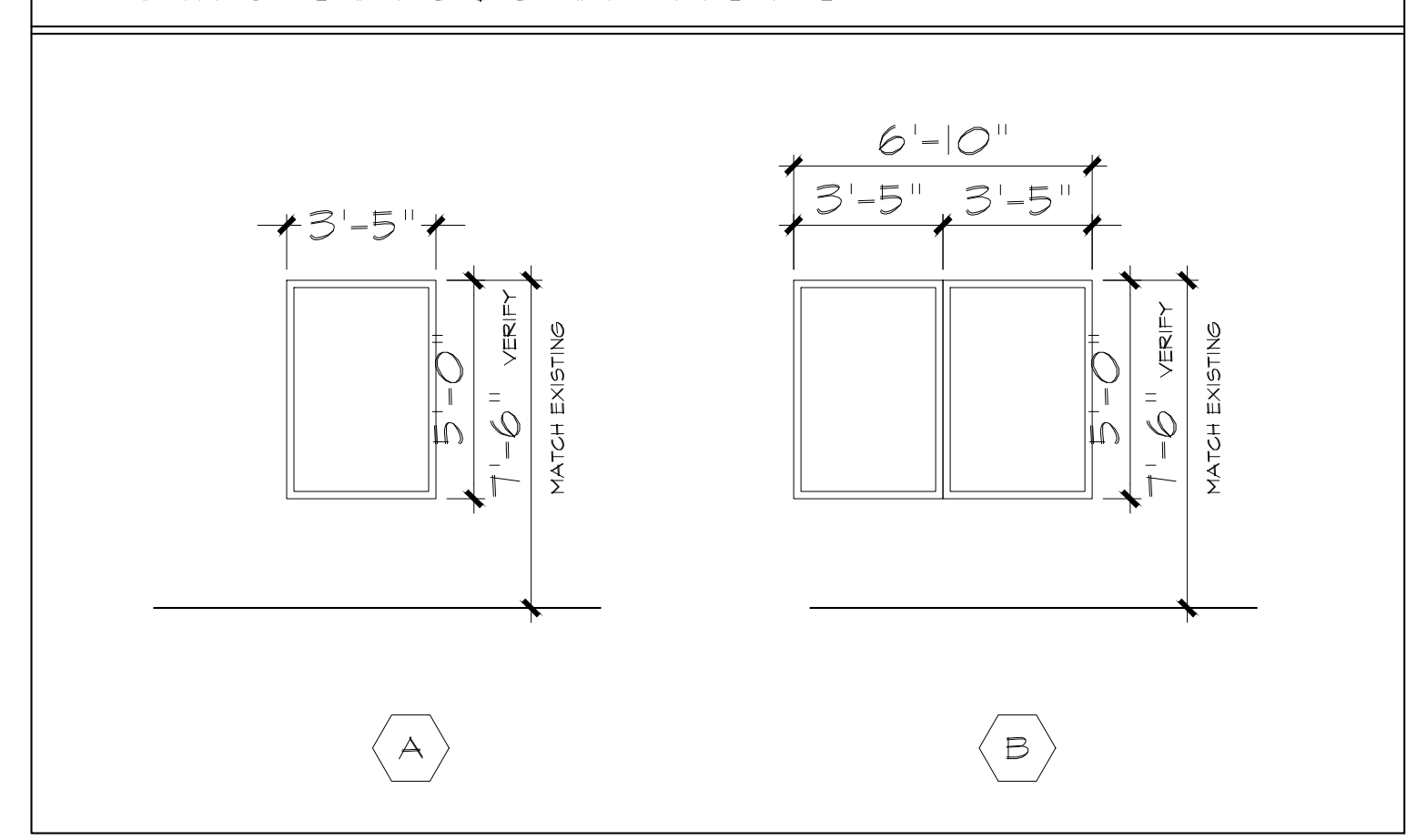
ROOM NO.	ROOM NAME	WALLS				CEILING	FLOOR	FLOOR BASE	NOTES
		NORTH	EAST	SOUTH	WEST				
101	OFFICE #1	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
102	OFFICE #2	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
103	OFFICE #3	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
104	OFFICE #4	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
105	OFFICE #5	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
106	OFFICE #6	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
107	OFFICE #7	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
108	OFFICE #8	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
109	OFFICE #9	P-1	P-1	P-1	P-1	C-1	F-2	B-1	
110	OFFICE #10	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
111	VESTIBULE	P-1	P-1	P-1	P-1	C-1	F-1	B-1	
112	CORRIDOR	P-2	P-2	P-2	P-2	C-1	P-2	B-1	
113	CONFERENCE ROOM	P-2	P-2	P-2	P-2	C-1	P-2	B-1	
114	WOMEN	P-2	P-2	P-2	P-2	C-1	F-3	B-2	TILE WAINSCOT
115	MEN	P-1	P-1	P-1	P-1	C-1	F-3	B-2	TILE WAINSCOT
116	ELEC.	P-1	P-1	P-1	P-1	-	-	-	
117	FIRE RISER	P-1	P-1	P-1	P-1	-	-	-	

1. PROVIDE SCHLUTER TRANSITION STRIPS WHERE FLOOR FINISHES START, CHANGE OR TERMINATE.
2. TRANSITION STRIPS AT DOORWAYS TO BE LOCATED AT DOOR CENTERLINE.
3. WALL BASE TO BE PROVIDED AT LOCATIONS DETERMINED BY OWNER AND GENERAL CONTRACTOR.
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6. ANY EXPOSED STEEL TO BE PAINTED UNLESS IT IS GALVANIZED.
7. ALL MANUFACTURERS SHOWN ARE FOR STANDARD TYPE AND QUALITY. EQUAL OR BETTER PRODUCTS MAY BE SUBMITTED FOR APPROVAL BY THE OWNER.

**DOOR STYLES**

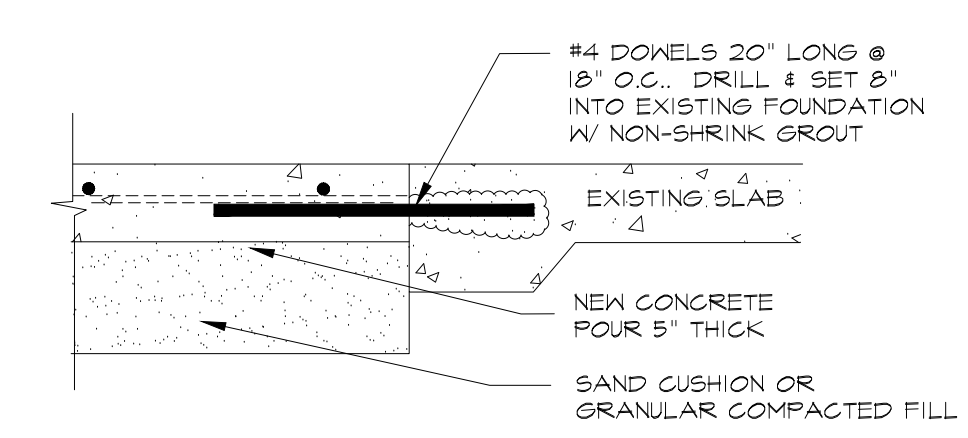


**WINDOW ELEVATIONS**



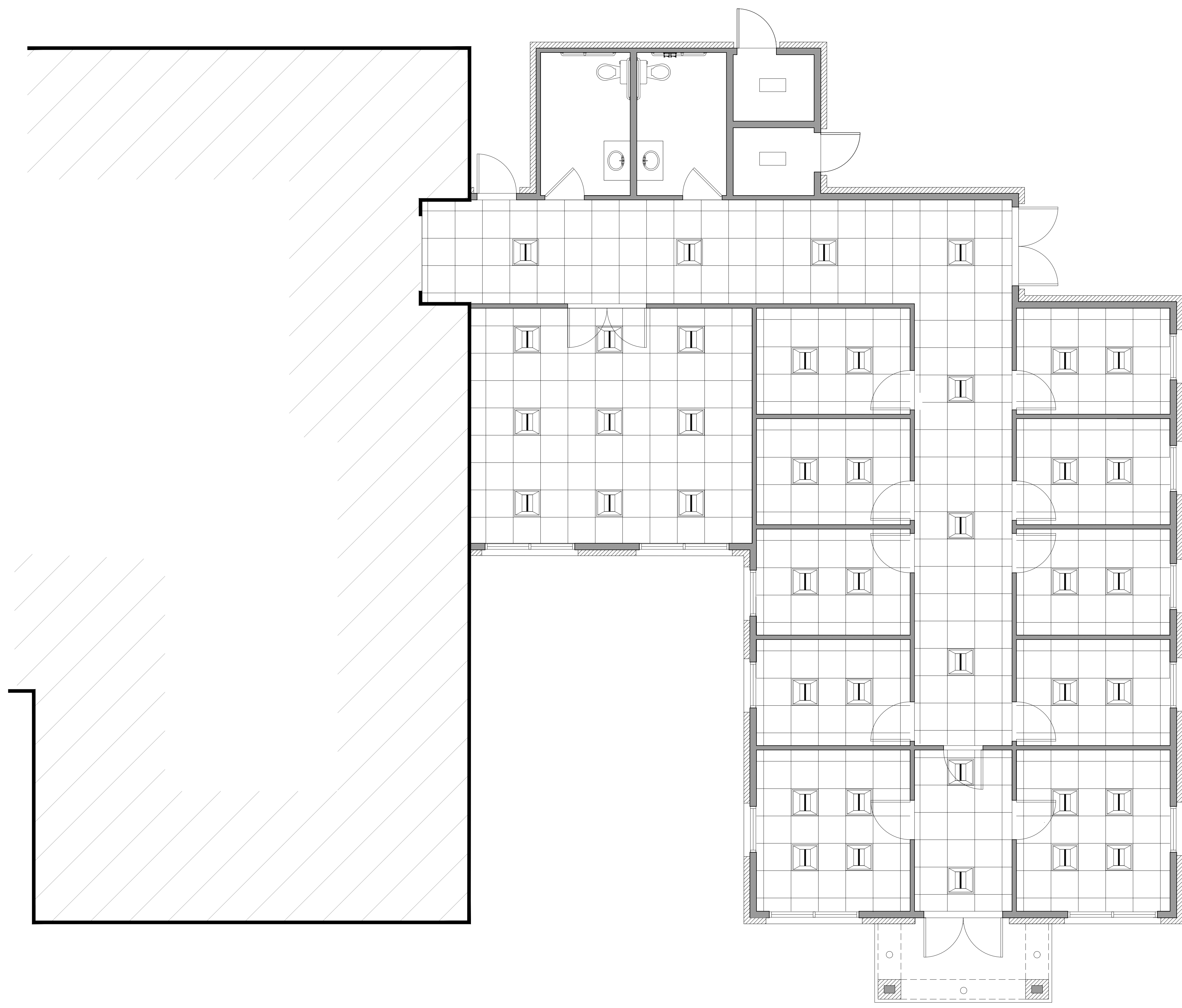
**DOOR SCHEDULE**

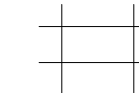
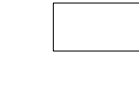

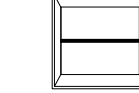
DOOR NO.	INT./EXT.	DOOR SIZE	DOOR STYLE	DESCRIPTION	DOOR MATL.	DOOR FINISH	FRAME MATL.	FRAME FINISH	CLOSER/HINGES	REMARKS	LOCATION
101	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
102	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
103	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
104	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
105	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
106	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
107	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
108	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
109	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
110	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			OFFICE
111	EXT.	(2) 3'-0" X 8'-0" X 1 3/4"	C	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			VESTIBULE
112	INT.	3'-0" X 8'-0" X 1 3/4"	A	STORE FRONT	ALUM./GLASS	ANNOD.	ALUM.	ANNOD.			VESTIBULE
113	INT.	(2) 3'-0" X 8'-0" X 1 3/4"	C	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			CONFERENCE ROOM
114	INT.	3'-0" X 8'-0" X 1 3/4"	B	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			WOMEN
115	INT.	3'-0" X 8'-0" X 1 3/4"	B	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			MEN
116	EXT.	3'-0" X 8'-0" X 1 3/4"	B	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			ELEC.
117	EXT.	3'-0" X 8'-0" X 1 3/4"	B	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			FIRE RISER
118	EXT.	3'-0" X 8'-0" X 1 3/4"	B	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			CORRIDOR
119	EXT.	(2) 3'-0" X 8'-0" X 1 3/4"	C	SOLID CORE - NO PANELS	WOOD	PAINT	ALUM.	PAINT			CORRIDOR



**01- NEW SLAB CONNECTION DETAIL**

SCALE: 1" = 1'-0"



RCP LEGEND	
	ACT CEILING
	LOW PROFILE LED
	CANNISTER LIGHT FIXTURE
	2'X2' LIGHT FIXTURE

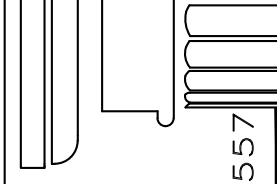
**RCP NOTE:**

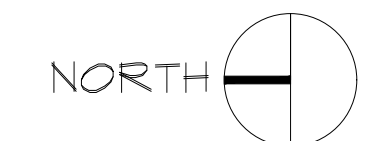
1. ARCHITECTURAL RCP IS TO CONVEY CONCEPTUAL LAYOUT ONLY. MEP DRAWINGS REFLECT FINAL INTENT AND SHOULD BE USED FOR CONSTRUCTION DOCUMENT PURPOSES. IN THE CASE OF ANY CONFLICT, MEP DRAWINGS ARE TO BE DEFERRED TO FOR FINAL LAYOUT PURPOSES.

NOT FOR CONSTRUCTION

RESIDENTIAL FACILITY ADDITION  
 VOLUNTEERS OF AMERICA - TEXAS  
 800 W. WINTERGREEN RD.  
 HUTCHINS, TX 75141

progress set

  
**IKEMIRE ARCHITECTS LLC**  
 INTERIORS  
 ARCHITECTURE  
 16660 DALLAS PKWY. SUITE 2900 DALLAS, TX 972-248-2486 FAX 972-248-1557



01- REFLECTED CEILING PLAN

SCALE: 1/4"=1'-0"

January 23, 2026

City of Hutchins  
321 North Main Street  
Hutchins, TX 75141

Re: Text Amendment to Chapter 14: Zoning, Part IV: Use Regulations,  
Section 32: Use Regulations (Charts), Table 32.6

To Whom This May Concern:

Please allow this letter to serve as a formal request to amend the Use Regulations Chart 32.6. I am requesting that the current chart be amended to allow a Rehabilitation Care Facility (Halfway House) to be permitted in the Light Industrial zoning district with a Specific Use Permit.

I am making this request as it applies to future improvements & modifications to an existing SUP (#530, approved in Feb 1989) which changed the zoning from “Light Manufacturing to Light Manufacturing with SUP for Community Rehabilitation Center.” “Light Manufacturing” no longer exists in The City’s current zoning districts & the facility (Volunteers of America, 800 W Wintergreen Rd. Hutchins, TX 75141) is currently a “legal nonconforming use.” Pending approval of this request, it is Volunteers of America’s objective to make improvements to their existing facility in the future.

Thank you for your time & consideration on this matter.

Sincerely,

Thomas Straight  
Pavilion Construction

**CITY OF HUTCHINS  
ORDINANCE NO. 2026-06-1223**

**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 REHABILITATION CARE FACILITY (HALFWAY HOUSE) ON LAND ZONED LIGHT INDUSTRIAL (“LI”) CONSISTING OF ±0.1446 ACRES OF LAND, SITUATED IN THE STEPHEN C. ATTERBURY SURVEY, ABSTRACT NO. 15, CITY OF HUTCHINS, DALLAS COUNTY, TEXAS, MORE COMMONLY KNOWN AS 800 WEST WINTERGREEN ROAD, HUTCHINS, DALLAS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED AND SHOWN 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 Rehabilitation Care Facility (Halfway House) on land zoned Light Industrial (“LI”) consisting of ±.01446 acres of land, situated in the Stephen C. Atterbury Survey, Abstract No. 15, City of Hutchins, Dallas County, Texas, more commonly known as 800 West Wintergreen Road, 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.

**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 1st DAY OF JUNE 2026.**

APPROVED:

\_\_\_\_\_  
Mario Vasquez, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Joseph J. Gorfida, Jr., City Attorney  
(05-06-2026: 4925-1778-5769, v. 1)

ATTEST:

\_\_\_\_\_  
Cynthia Olguin, City Secretary

# Exhibit "A" Property Description

EXHIBIT B

## RIGHT-OF-WAY DEDICATION FOR WINTERGREEN ROAD STEPHEN C. ATTERBURY SURVEY - ABSTRACT NO. 15 CITY OF HUTCHINS, DALLAS COUNTY, TEXAS

**METES AND BOUNDS**

0.1446 Acres  
Stephen C. Atterbury Survey, Abstract No. 15  
City of Hutchins, Dallas County, Texas

**BEING** a tract of land situated in the Stephen C. Atterbury Survey, Abstract No. 15, City of Hutchins, Dallas County, Texas, and being a portion of a called 2.297 acre tract of land described in the Special Warranty Deed from Volunteers of America Northern Development Corporation, Inc. to Volunteers of America Northern Texas, Inc., recorded in Volume 95060, Page 3347 of the Deed Records of Dallas County, Texas (hereinafter referred to as DRDCT), with the herein described tract of land being further described as held on the ground by metes and bounds as follows:

**BEGINNING** at a 5/8-inch iron rod with "KHA" cap set (herein after referred to as 5/8-inch iron rod set) in the intersection of the south right of way line of Wintergreen, a called 60 foot wide right of way and the east right of way line of Carpenter Road;

**THENCE North 59°20'37" East**, along the south line of Wintergreen Road, a distance of **316.96 feet** to a 5/8-inch iron rod set for the northwest corner of a called 4.355 acre tract of land described in the Warranty Deed from Gordon's Special, Inc. to TF & W Properties, LP., recorded in Volume 99170, Page 3973 - DRDCT;

**THENCE South 30°47'04" East**, along the west line of TF & W tract, a distance of 18.59 feet to a 5/8-inch iron rod set for corner;

**THENCE** crossing the Volunteers tract the following courses and distances:

**South 59°16'50" West**, a distance of **291.71 feet** to a 5/8-inch iron rod set;

**South 15°42'18" West**, a distance of **37.88 feet** to a 5/8-inch iron rod set for corner in the east line of Carpenter Road;

**THENCE North 27°57'00" West**, along the east line of Carpenter Road, a distance of **45.11 feet** to the **POINT OF BEGINNING**, and containing 0.1446 acres, more or less.

Bearing system based upon the Texas Coordinate System of 1983, North Central Zone (Grid Azimuth)



FILED IN: \NASP\PCY\04202001\5461-01-01-01\WINTERGREEN ROD-EX-1945 (SUDLEP RD) 4/18/2007 2:47pm  
Mark C.



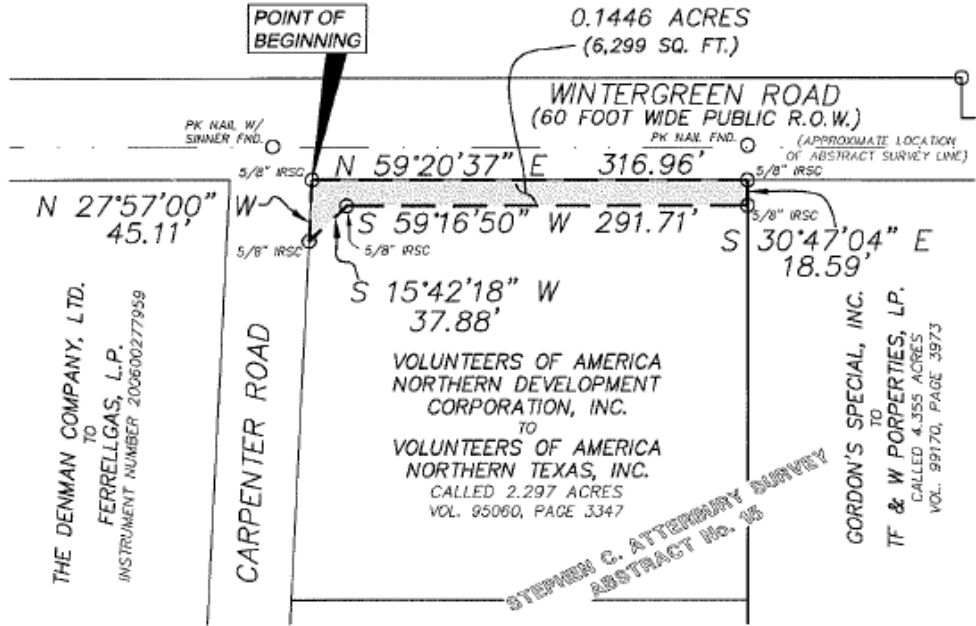
Exhibit "A"  
Property Description

**EXHIBIT B**

**RIGHT-OF-WAY DEDICATION  
FOR WINTERGREEN ROAD  
STEPHEN C. ATTERBURY SURVEY - ABSTRACT NO. 15  
CITY OF HUTCHINS, DALLAS COUNTY, TEXAS**

WILLIAM GATLIN SURVEY  
ABSTRACT No. 499

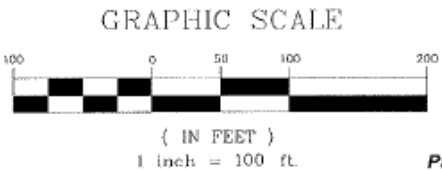
1086 CAPITAL PARTNERS I,  
L.P. AND 1086  
HUTCHINS/WILMER L.P.  
TO  
DLH MASTER PARCEL #5,  
L.P.  
CALLED 134.44 ACRES  
INSTRUMENT NUMBER 200600054943



**LEGEND**

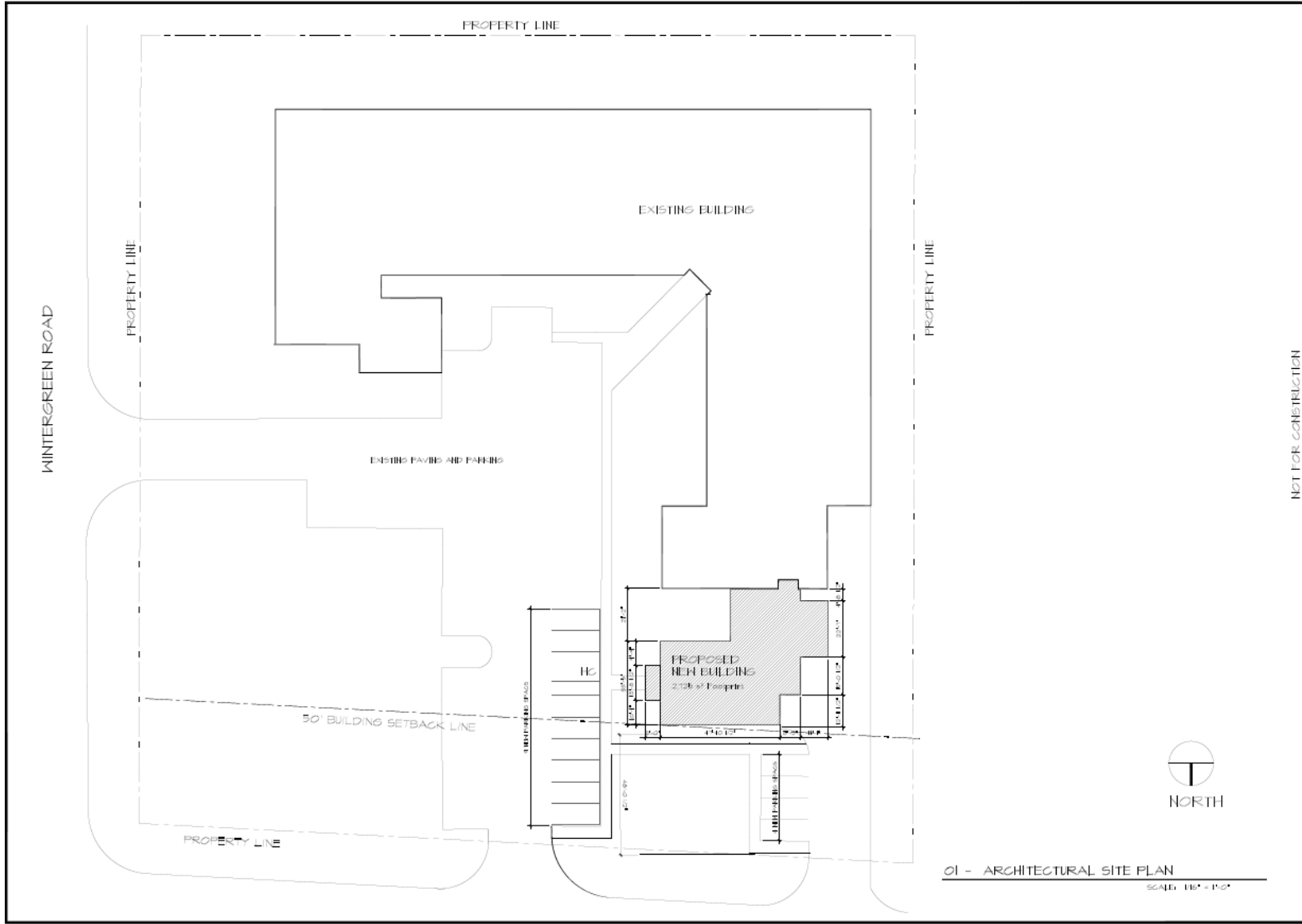
- IRF - IRON ROD FOUND
- IRFC - CAPPED IRON ROD FOUND
- IRSC - CAPPED IRON ROD SET
- CM - CONTROL MONUMENT

Note:  
Bearing system based upon the Texas Coordinate System of 1983, North Central Zone (Grid Azimuth)



File: C:\SURVEY\84282001\EXHIBIT B-WINTERGREEN ROW-EXT.dwg (SHEET 1) 4/16/2007 2:46pm  
Xrefs:

### EXHIBIT "B" Site Plan



DATE: 07-13-25  
 TIME: 04:46

RESIDENTIAL FACILITY ADDITION  
 VOLUNTEERS OF AMERICA - TEXAS  
 300 W. WINTERGREEN RD.  
 HUTCHINS, TX 75451

NOT FOR CONSTRUCTION

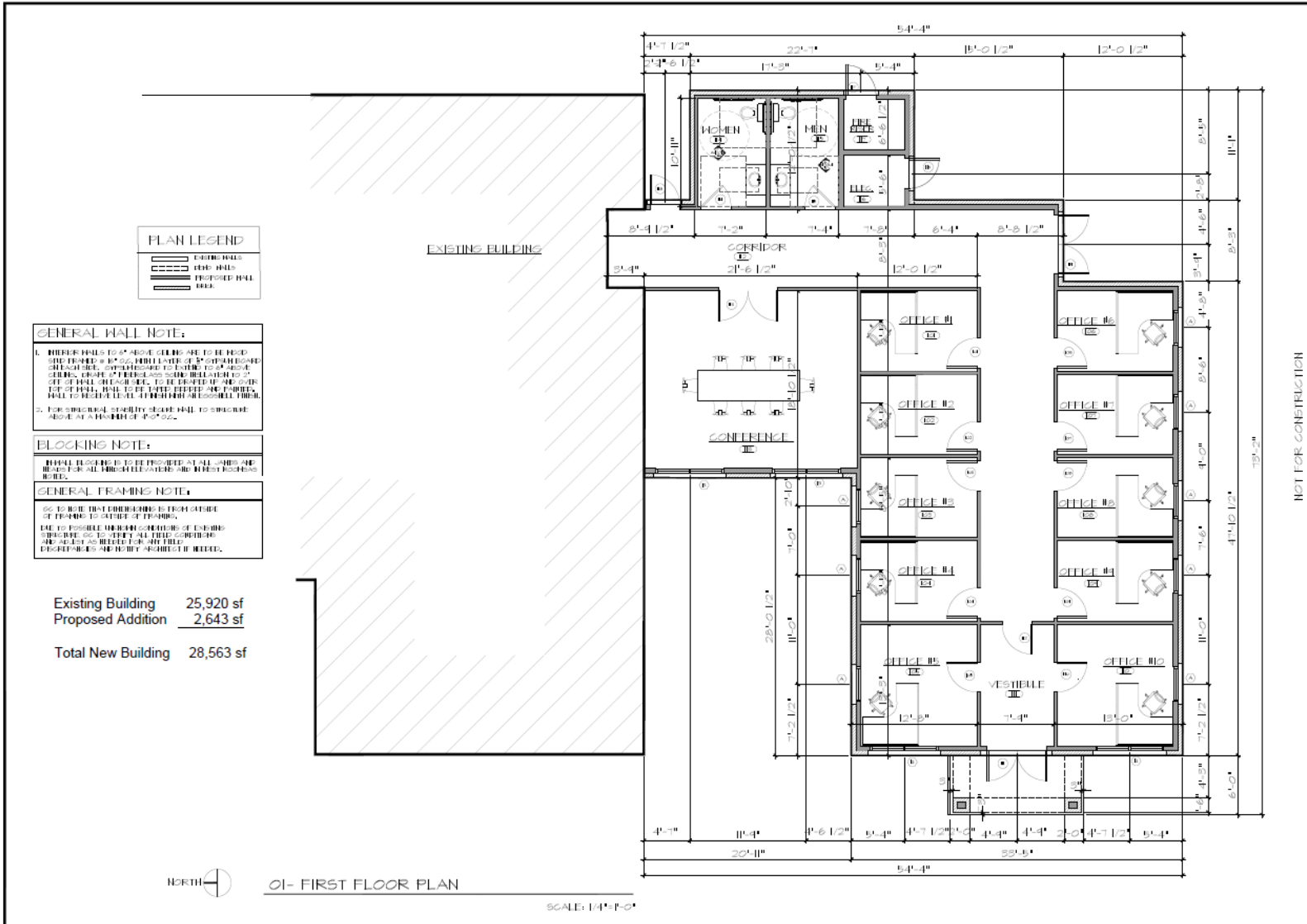
Progress set:

**ICEA/MP ARCHITECTS, LLC**  
 1400 E. MAIN STREET, SUITE 200, DALLAS, TX 75202, PHONE: 972-486-2486, FAX: 972-486-1551

**S1**

01 - ARCHITECTURAL SITE PLAN  
SCALE: 1/8" = 1'-0"





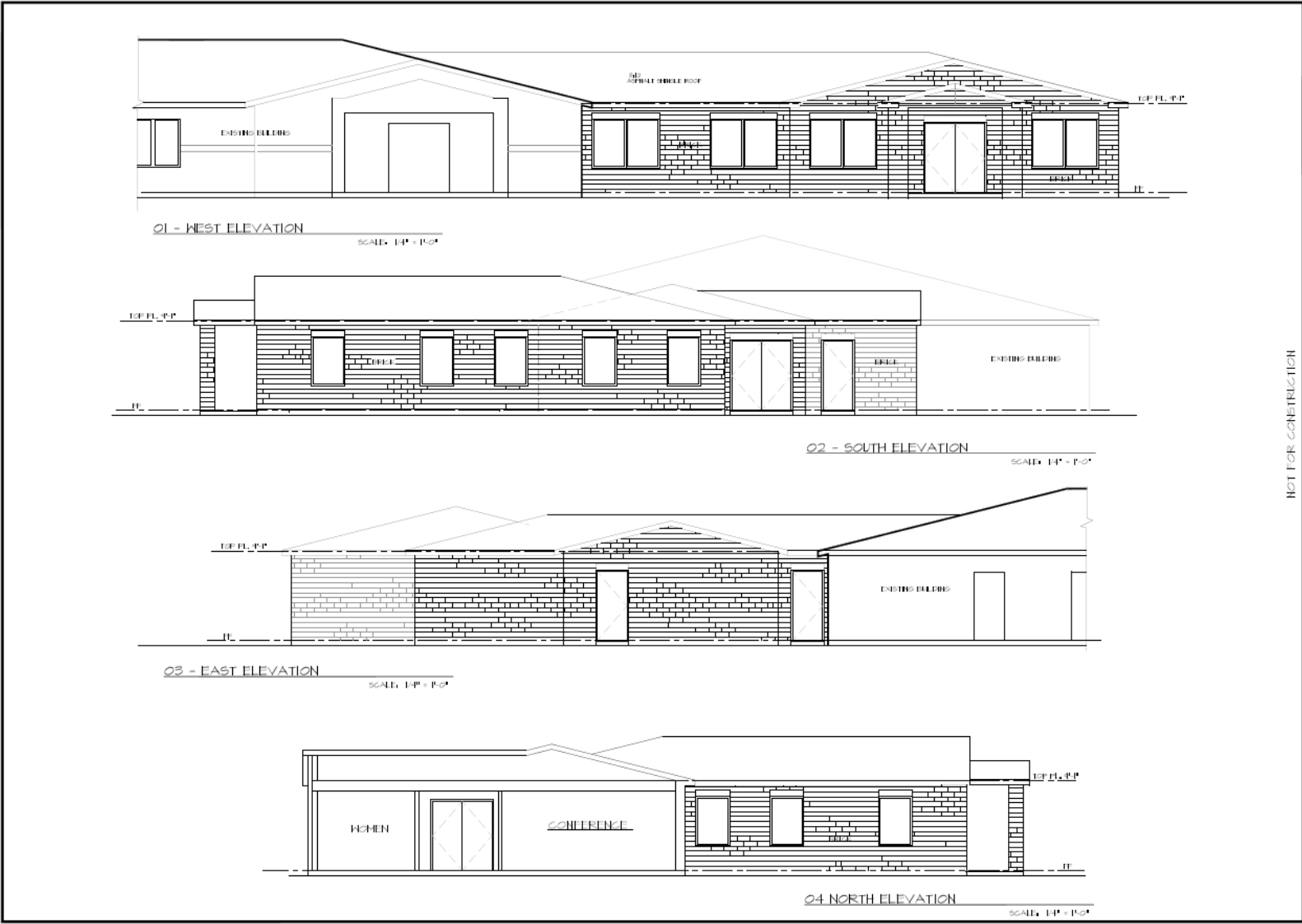
DATE: 07/26/24  
 REVISIONS:

RESIDENTIAL FACILITY ADDITION  
 VOLUNTEERS OF AMERICA - TEXAS  
 900 W. WINTERGREEN RD.  
 HUTCHINS, TX 75111

progress set:

**IKEMIRE ARCHITECTS LLC**  
 ALL RIGHTS RESERVED • PLANNING EXPERTS  
 10880 DALLAS HWY., SUITE 2800 DALLAS, TX 75243-2486 P: 972-242-2486 F: 972-242-2488

**A1**



NOT FOR CONSTRUCTION

DATE: 07-20-24  
REVISIONS:

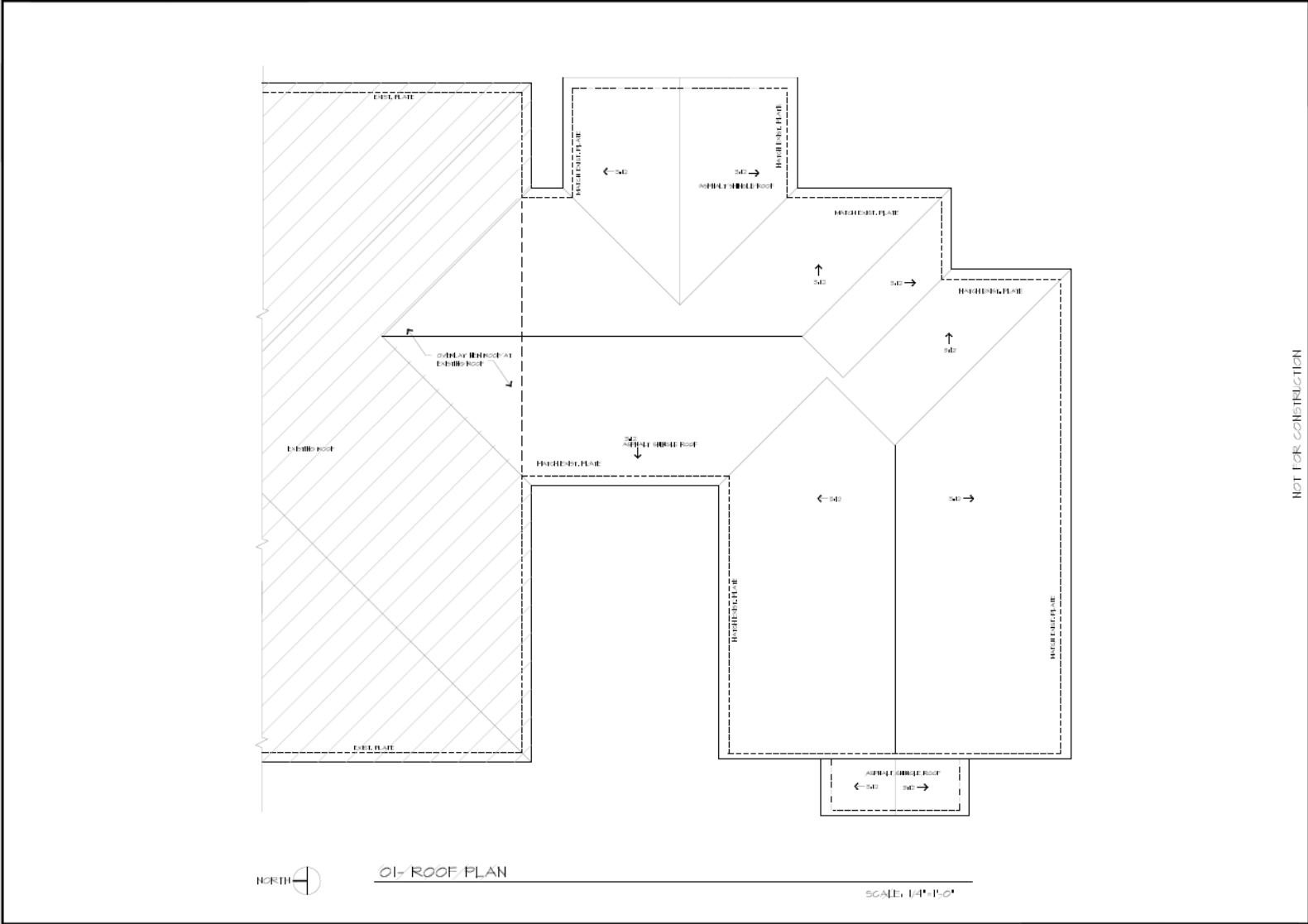
RESIDENTIAL FACILITY ADDITION  
COUNTIES OF AMERICA - TEXAS  
300 PALMCREEN RD.  
HUTCHINS, TX 75141

Progress set:

**IKEMIRE ARCHITECTS LLC**  
ARCHITECTS  
10000 HALLAM DRIVE, SUITE 2800 DALLAS, TX 75248  
PHONE: 214.416.3016 FAX: 214.416.3017

**A2**

DATE: 07-20-24



DATE: 07-20-24  
 REVISIONS:

PROJECT: RESIDENTIAL FACILITY ADDITION  
 CLIENT: VOLUNTEERS OF AMERICA - TEXAS  
 ADDRESS: 800 N. WHITE PINE RD., HUTCHINS, TX 75451

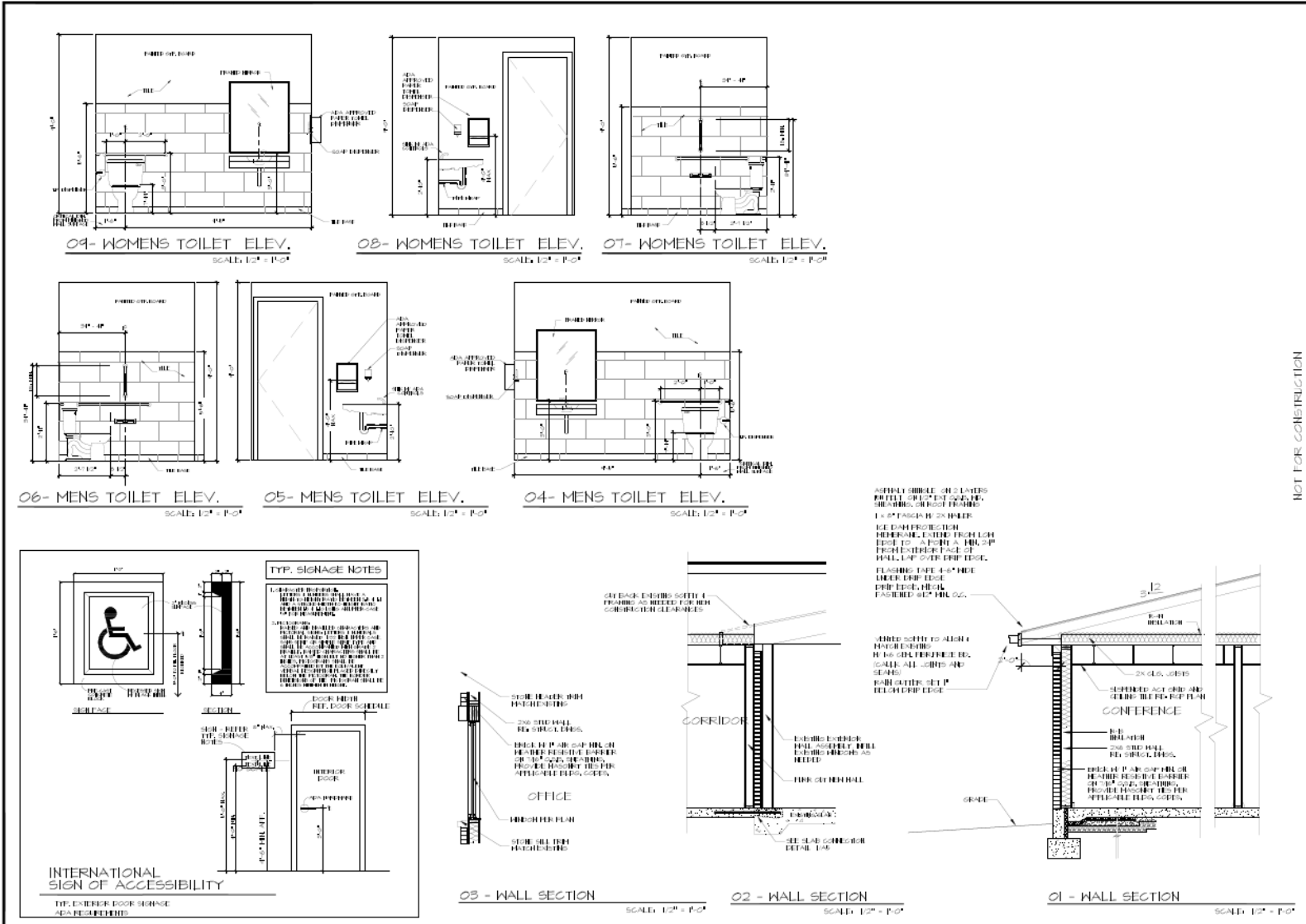
NOT FOR CONSTRUCTION

PROCESS SET:

**IKEMIRE ARCHITECTS LLC**  
 ARCHITECTS  
 14000 ELLIS HWY., SUITE 2000, DALLAS, TX 75244-2488  
 TEL: 972-248-2488 FAX: 972-248-1005

**A3**

SHEET NO. 01



**GENERAL FINISH NOTE**

- GENERAL CONTRACTOR TO COORDINATE WITH OWNER OR OWNER REPRESENTATIVE REGARDING ALL DOOR FINISHES.
- ALL INTERIOR FINISHES ARE TO MEET ALL APPLICABLE CODE REQUIREMENTS.
- PROVIDE SCHEDULE DRAWING SHIMS WHERE FLOOR FINISHES START ABOVE OR BELOW.
- DOOR THRESHOLS AT DOORWAYS TO BE LOCATED AT DOOR CENTERLINE.
- TRAIL BASE TO BE PROVIDED AT LOCATIONS DETERMINED BY OWNER AND GENERAL CONTRACTOR.
- TRAIL BASE TO BE LOCATED FROM THE PROPOSED CORNER POINTS.
- ALL CORNER TRAIL FINISHES MUST HAVE A CLASS "A" FINISH CONDITION.
- ANY EXPOSED CORNER TO BE FINISHED WITH IT'S OWN FINISHES.
- DOOR FINISH PRODUCTS TO HAVE AN APPROVED SELECTION TO BE BY OWNER.

**GENERAL WALL NOTE:**

- WALL FINISHES ARE TO BE COORDINATED WITH GENERAL CONTRACTOR OF THE CONTRACTOR CREATING FINISHES AND APPROVED BY OWNER AND GENERAL CONTRACTOR. ALL WALL FINISHES ARE TO BE LOCATED FROM THE PROPOSED CORNER POINTS.

**DOOR AND WINDOW NOTES**

- ALL INTERIOR DOORS TO BE IDENTICAL UNLESS OTHERWISE NOTED TO BE OTHERWISE.
- ALL DOORS AND WINDOWS TO COMPLY WITH THE LATEST INTERNATIONAL BUILDING CODES WHERE APPLICABLE.
- ALL GLASS TO BE TINTED UNLESS OTHERWISE NOTED TO BE OTHERWISE.
- LOCKS OR LATCHES AT ALL EXTERIOR DOORS SHALL BE PROVIDED FROM THE INTERIOR UNLESS OTHERWISE NOTED TO BE OTHERWISE.
- ALL INTERIOR DOORS TO HAVE ONE FLOOR STOP.
- ALL DOORS TO HAVE ONE STOP UNLESS OTHERWISE NOTED TO BE OTHERWISE.
- REFER TO SCHEDULES FOR ADDITIONAL OR SUPPLEMENTAL NOTES.

**INTERIOR FINISH SELECTIONS**

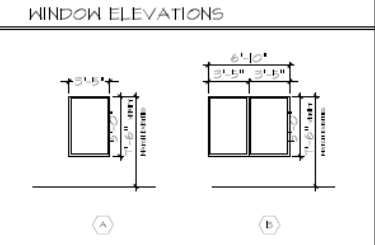
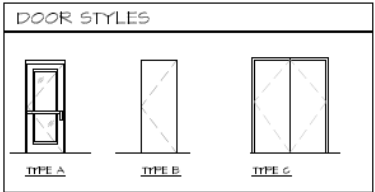
PAINT	P-1	SUBSTITUTIONS TO BE SELECTED BY OWNER
	P-2	SUBSTITUTIONS TO BE SELECTED BY OWNER
FLOORING	F-1	DOORWAY CARPET STYLE AND COLOR TO BE SELECTED BY OWNER
	F-2	LAMINATE FLOORING STYLE AND COLOR TO BE SELECTED BY OWNER
	F-3	TILE
FLOOR BASE	B-1	AS CODE OR BY OWNER
	B-2	TILE
SKIRT FINISH	S-F1	SKIRT FINISH TO BE SELECTED BY OWNER
CEILING	C-1	AC PLASTER

1. ALL FINISH PRODUCTS MUST MEET STANDARD TYPE AND QUALITY. EQUAL OR BETTER PRODUCTS MAY BE SUBMITTED FOR APPROVAL BY THE OWNER.

**FINISH SCHEDULE**

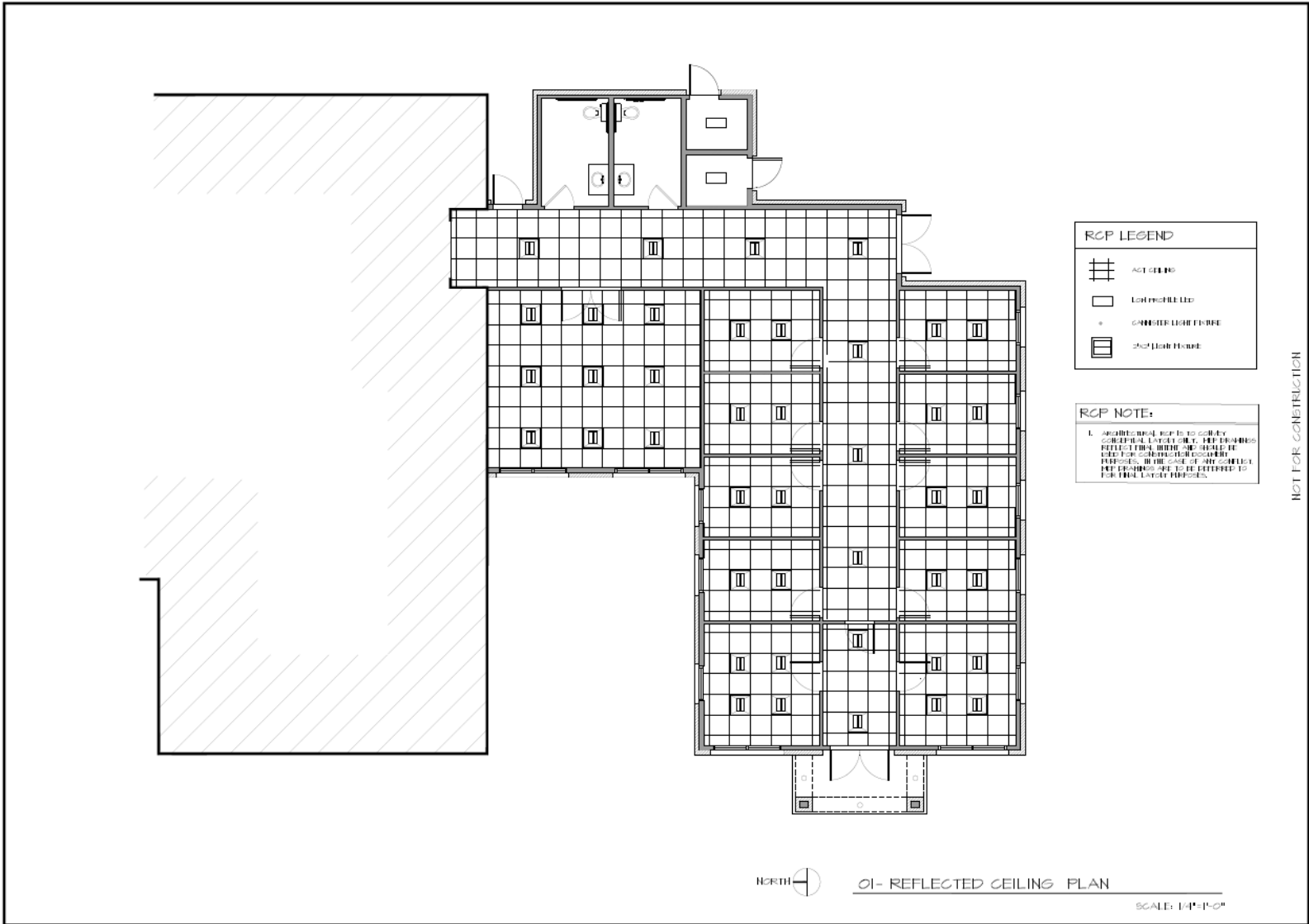
ROOM NO.	ROOM NAME	WALLS				CEILING	FLOOR	FLOOR FINISH	DOORS
		GENERAL	DOORWAY	TRAIL	BASE				
101	OFFICE 01	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
102	OFFICE 02	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
103	OFFICE 03	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
104	OFFICE 04	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
105	OFFICE 05	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
106	OFFICE 06	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
107	OFFICE 07	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
108	OFFICE 08	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
109	OFFICE 09	F-1	F-1	F-1	F-1	C-1	F-2	F-1	
110	OFFICE 10	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
111	RESEMBLE	F-1	F-1	F-1	F-1	C-1	F-1	F-1	
112	CORRIDOR	F-2	F-2	F-2	F-2	C-1	F-2	F-1	
113	CONFERENCE ROOM	F-2	F-2	F-2	F-2	C-1	F-2	F-1	
114	MEETING	F-2	F-2	F-2	F-2	C-1	F-3	F-2	
115	HALL	F-1	F-1	F-1	F-1	C-1	F-3	F-2	
116	ELEV.	F-1	F-1	F-1	F-1	-	-	-	
117	OFFICE 17	F-1	F-1	F-1	F-1	-	-	-	

- PROVIDE SCHEDULE DRAWING SHIMS WHERE FLOOR FINISHES START ABOVE OR BELOW.
- DOORWAY CARPET AT DOORWAYS TO BE LOCATED AT DOOR CENTERLINE.
- TRAIL BASE TO BE PROVIDED AT LOCATIONS DETERMINED BY OWNER AND GENERAL CONTRACTOR.
- TRAIL BASE TO BE LOCATED FROM THE PROPOSED CORNER POINTS.
- ALL CORNER TRAIL FINISHES MUST HAVE A CLASS "A" FINISH CONDITION.
- ANY EXPOSED CORNER TO BE FINISHED WITH IT'S OWN FINISHES.
- ALL FINISH PRODUCTS TO HAVE AN APPROVED SELECTION TO BE BY OWNER.
- REFER TO SCHEDULES FOR ADDITIONAL OR SUPPLEMENTAL NOTES.



**DOOR SCHEDULE**

DOOR NO.	BL. FIN.	DOOR SIZE	DOOR STYLE	DESCRIPTION	GLASS TYPE	DOOR TYPE	DOOR FIN.	DOOR LOCK	DOOR HINGE	DOOR SWELL	DOOR STOP	LOCATION
101	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
102	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
103	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
104	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
105	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
106	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
107	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
108	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
109	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
110	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
111	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
112	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			OFFICE
113	BL.	3'-0" X 8'-0" X 1'-0"	C	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				VESTIBULE
114	BL.	3'-0" X 8'-0" X 1'-0"	A	STORE FRONT	SMGL. GLASS	ALUM.	ALUM.	ALUM.	ALUM.			VESTIBULE
115	BL.	3'-0" X 8'-0" X 1'-0"	C	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				CONFERENCE ROOM
116	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
117	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
118	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
119	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
120	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
121	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
122	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
123	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
124	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
125	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
126	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
127	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
128	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
129	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
130	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
131	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
132	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
133	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
134	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
135	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
136	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
137	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
138	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
139	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
140	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
141	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
142	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
143	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
144	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
145	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
146	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
147	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
148	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
149	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
150	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
151	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
152	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
153	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
154	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
155	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
156	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
157	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
158	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
159	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
160	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
161	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
162	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
163	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
164	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
165	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
166	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
167	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
168	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
169	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
170	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
171	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
172	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
173	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
174	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
175	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
176	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
177	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
178	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
179	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
180	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
181	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
182	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
183	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
184	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
185	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
186	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
187	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
188	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
189	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
190	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
191	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
192	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
193	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
194	BL.	3'-0" X 8'-0" X 1'-0"	B	SOLID CORE - NO PANELS	WOOD	PARR.	ALUM.	PARR.				HALL
195	BL.	3'-0										



4925-1778-5769, v. 1



# STAFF REPORT

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**MEETING DATE:** June 1, 2026

**MEETING TYPE:** City Council

**SUBMITTED BY:** Katherine Lindsey, Assistant to the City Administrator

**AGENDA CAPTION:** Discuss and consider Resolution No. R2026- APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT BY AND BETWEEN THE CITY OF HUTCHINS AND \_\_\_\_\_ FOR PROFESSIONAL SERVICES TO LEAD THE CREATION OF THE PARKS, RECREATION, AND SPECIAL EVENTS MASTER PLAN IN AN AMOUNT NOT TO EXCEED \$175,000; AND PROVIDING FOR AN EFFECTIVE DATE.

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### **Background Information**

On February 16<sup>th</sup>, 2026 the City of Hutchins published an RFP for a firm to help create a Parks, Recreation, and Special Events Master Plan. The proposals received were evaluated and ranked by a committee of City staff members. The top four ranked firms were interviewed by City Council, their interview date and time determined by a hat draw, and are listed below. This is an opportunity for the City Council to decide which firm to award the contract to, and authorize the City Administrator to negotiate and execute the contract in an amount not to exceed \$175,000.

- PROS Consulting, Inc., April 20<sup>th</sup> from 5:30-6:00
- Brandstetter Carrol, Inc., April 20<sup>th</sup> from 6:00-6:30
- Stantec Consulting Services, Inc., May 12<sup>th</sup> from 5:00-6:00
- Burditt Consultants, LLC, May 12<sup>th</sup> from 6:00-6:30

### **Budget Implications**

NA

### **Operational Impact**

NA

### **Legal Review**

The City Attorney approved the resolution.

### **Staff Recommendation**

NA

### **Supporting Documentation and Attachments**

NA

**CITY OF HUTCHINS  
RESOLUTION R2026-06-1344**

**A RESOLUTION 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 AN AGREEMENT BY AND BETWEEN THE CITY OF HUTCHINS AND \_\_\_\_\_ FOR THE CREATION OF THE PARKS, RECREATION, AND SPECIAL EVENTS MASTER PLAN IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000.00); AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council approved funds in the FY 2026-2026 Annual Budget to hire a firm for the creation of a Parks, Recreation, and Special Events Master Plan; and

**WHEREAS**, RFP No. 2026-16-2026 “Parks, Recreation, and Special Events Master Plan” was issued on February 16, 2026 and the top four ranked firms were interviewed by the City Council; and

**WHEREAS**, the City Council of the City of Hutchins finds it in the best interest of the City of Hutchins to authorize the City Administrator to negotiate and execute a contract with \_\_\_\_\_ for the creation of the Parks, Recreation, and Special Events Master Plan in an amount not to exceed One Hundred Seventy-Five Thousand Dollars (\$175,000.00); and

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

**SECTION 1.** The City, acting through its governing body, hereby authorizes the City Administrator to negotiate and execute an agreement with \_\_\_\_\_. for the creation of the Parks, Recreation, and Special Events Master Plan in an amount not to exceed One Hundred Seventy-Five Thousand Dollars (\$175,000.00).

**SECTION 2.** This Resolution shall become effective immediately from and after its passage.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Hutchins, Texas, this the 1st day of June, 2026.

\_\_\_\_\_  
Mario Vasquez, Mayor

ATTEST:

\_\_\_\_\_  
Cynthia Olguin, City Secretary  
(05-04-2026: 4939-1413-0344, v. 1)