



**CITY OF HUTCHINS
CITY COUNCIL MEETING
AGENDA**

**Tuesday, January 20, 2026 at 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 Regular Meeting of the Hutchins City Council to be held on Tuesday, January 20, 2026, at 6:30 p.m. at Hutchins City Hall - Council Chambers, 400 N. JJ Lemmon Road, 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 Raymond Elmore
Councilmember Demarcus Odom
Councilmember America Rodriguez

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. CITIZEN COMMENTS - *This agenda item provides an opportunity for citizens to address the City Council on any matter that is not posted on the agenda. Anyone wishing to address the City Council should complete a Citizen Comments Form and submit it to the City Secretary prior to the start of the City Council meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decision at this time.*

D. PUBLIC HEARINGS

1. A. Conduct a public hearing to discuss and consider a request by Nick Vinson with Foundry Commercial (representing the property owner Chris Storm with 725 E. Wintergreen LLC) for an SUP request to allow "Parking Lot, Trucks & Trailers; Heavy Load Vehicle Storage; Truck Sales and Storage" in the Light Industrial (LI) District, Lot 2 Block A, 11.44 tract of land located East of IH 45 and North of Finn Road commonly addressed as 735 E Wintergreen Road.

B. Open Public Hearing and Receive Comment.

C. Discuss and consider Ordinance 2025-01-1219 Granting SUP to allow "Parking Lot, Trucks & Trailers; Heavy Load Vehicle Storage; Truck Sales and Storage" in the Light Industrial (LI) District, Lot 2 Block A, 11.44 tract of land located East of IH 45 and North of Finn Road commonly addressed as 735 E Wintergreen Road.

E. 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.*

2. Discuss and consider a Resolution approving and authorizing the City Administrator to execute the terms and conditions of a Master Lease Agreement between the City and Williams Scotsman, Inc. ("Willscot") for the lease of two (2) 60 x 12 Portable Buildings. Presented by James Quin, City Administrator.
R2026-01-1318
3. Discuss and consider an Ordinance amending the Code of Ordinances to adopt The Water Conservation Plan dated January 20, 2026. Presented by: James Quin, City Administrator.
Ordinance 2026-01-1220
4. Discuss and consider a Resolution authorizing the City Administrator to negotiate and execute an agreement for media and public relation services with Cooksey Communications Inc. Presented by James Quin, City Administrator
Resolution R2026-01-1319

F. 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.

G. RECONVENE 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.

H. ITEMS OF COMMUNITY INTEREST

7. Period for Filing for a Place on the General Election Ballot, Wednesday, January 14, 2026, through Friday, February 13, 2026.

Planning and Zoning Commission Meeting, Monday, January 26, 2025, 6:00 p.m., Hutchins City Hall - Council Chamber, 400 N. JJ Lemmon Rd., Hutchins.

City Council Meeting, Monday, February 2, 2026, 6:30 p.m., Hutchins City Hall - Council Chamber, 400 N. JJ Lemmon Rd., Hutchins.

Parks and Recreation Board Meeting, Tuesday, February 3, 2026, 6:30 p.m., Hutchins City Hall - Council Chamber, 400 N. JJ Lemmon Rd., Hutchins.

Last Day to Register to Vote in May 2026 General Election, Thursday, April 2, 2026.

I. ADJOURN

CERTIFICATION

I certify that a copy of the January 20, 2026, 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 Tuesday, January 13, 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



STAFF REPORT

MEETING DATE: January 20, 2026

MEETING TYPE: City Council

SUBMITTED BY: Blake Moore

AGENDA CAPTION: Discuss and consider a request by Nick Vinson representing Foundry Commercial for a Specific Use Permit (SUP) to allow Parking Lot, Truck and Trailer; Heavy Load Vehicle Storage; and Truck Sales and Storage under 1 SUP in the Light Manufacturing district.

Presented by: Blake Moore

Background Information

Nick Vinson of Foundry Commercial is requesting a Specific Use Permit (“SUP”) for a proposed development at 725 E. Wintergreen Road to allow the following uses: Parking Lot, Truck and Trailer; Heavy Load Vehicle Storage; and Truck Sales and Storage. The site is zoned Light Industrial (“LI”) and will feature two Class A tilt-wall maintenance facilities totaling 25,000 SF on an 11.4-acre, fully paved and fenced lot with perimeter landscaping.

The LI, Light Industrial, district is intended primarily for the conduct of light manufacturing, assembling and fabrication activities, and for warehousing, research and development, wholesaling and service operations that do not typically depend upon frequent customer or client visits. Such uses do require accessibility to major thoroughfares, major highways, and/or other means of transportation. The uses they are requesting require an SUP under LI (Light Industrial). The City Attorney has advised to place all the uses under one SUP.

This has went through Planning & Zoning and was approved 5-0.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff Recommends Approval

Supporting Documentation and Attachments

**CITY OF HUTCHINS
ORDINANCE NO. 2026-01-1219**

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 PARKING LOT FOR TRUCKS AND TRAILERS; HEAVY LOAD VEHICLE STORAGE; AND TRUCK SALES AND STORAGE ON LAND ZONED LIGHT INDUSTRIAL (“LI”) CONSISTING OF ±11.4 ACRES OF LAND, SITUATED IN THE WILLIAM H. SHELTON SURVEY, ABSTRACT NO. 1292, DALLAS COUNTY, TEXAS, AND BEING ALL OF LOT 2, BLOCK A, SAFE STOP ADDITION, AN ADDITION TO THE CITY OF HUTCHINS, ACCORDING TO THE PLAT RECORDED IN INSTRUMENT NO. 202400099438, OFFICIAL PUBLIC RECORDS OF DALLAS COUNTY, TEXAS, MORE COMMONLY KNOWN AS 725 EAST WINTERGREEN ROAD, HUTCHINS, DALLAS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT “A” ATTACHED HERETO AND WILL FEATURE TWO CLASS A TILT-WALL MAINTENANCE FACILITIES TOTALING 25,000 SQUARE FEET ON THE ±11.4 ACRES OF LAND, FULLY PAVED AND FENCED LOT WITH PERIMETER LANDSCAPING; 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 parking lot for trucks and trailers; heavy load vehicle storage; and truck sales and storage on land zoned Light Industrial (“LI”) consisting of ±11.4 acres of land, situated in the William H. Shelton Survey, Abstract No. 1292, Dallas County, Texas, and being all of Lot 2, Block A, Safe Stop Addition, an addition to the City of Hutchins, according to the plat recorded in Instrument No. 202400099438, Official Public Records of Dallas County, Texas, more commonly known as 725 East Wintergreen Road, Hutchins, Dallas County, Texas, and being more particularly described in

Exhibit “A” and as depicted in Exhibit “B”, attached hereto and made a part hereof for all purposes, and will feature two Class A Tilt-Wall Maintenance Facilities totaling 25,000 square feet on the ±11.4 acres of land, fully paved and fenced lot with perimeter landscaping.

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 20th DAY OF JANUARY 2026.

APPROVED:

Mario Vasquez, Mayor

APPROVED AS TO FORM:

Joseph J. Gorfida Jr., City Attorney
(01-07-2026: 4934-6528-7814, v. 1)

ATTEST:

Cynthia Olguin, City Secretary

Exhibit "A"
Property Description

725 EAST WINTERGREEN ROAD

PROPERTY DESCRIPTION

BEING a tract of land situated in the William H. Shelton Survey, Abstract No. 1292, Dallas County, Texas, and being all of Lot 2, Block A, Safe Stop Addition, an addition to the City of Hutchins, according to the plat recorded in Instrument No. 202400099438, Official Public Records of Dallas County, Texas, and being more particularly described as follows:

BEGINNING at the north corner of said Lot 2, at the intersection of the southeast right-of-way line of Wintergreen Road (a variable width right-of-way) and the southwest right-of-way line of Goode Road (a variable width right-of-way);

THENCE South 30°53'14" East, with said southwest right-of-way line of Goode Road, a distance of 1,232.15 feet to a point for the southeast corner of said Lot 2 and a north corner of Lot 1, Block A of said Safe Stop Addition;

THENCE with the common line of said Lots 1 & 2, the following courses and distances:

South 59°53'00" West, a distance of 93.10 feet to a point for corner;

North 74°07'48" West, a distance of 213.92 feet to a point for corner;

North 41°28'02" West, a distance of 231.95 feet to a point for corner;

North 77°56'29" West, a distance of 243.91 feet to a point for corner;

North 36°27'27" West, a distance of 107.83 feet to a point for corner;

North 48°49'40" West, a distance of 127.50 feet to a point for corner;

South 63°43'39" West, a distance of 23.14 feet to a point for corner;

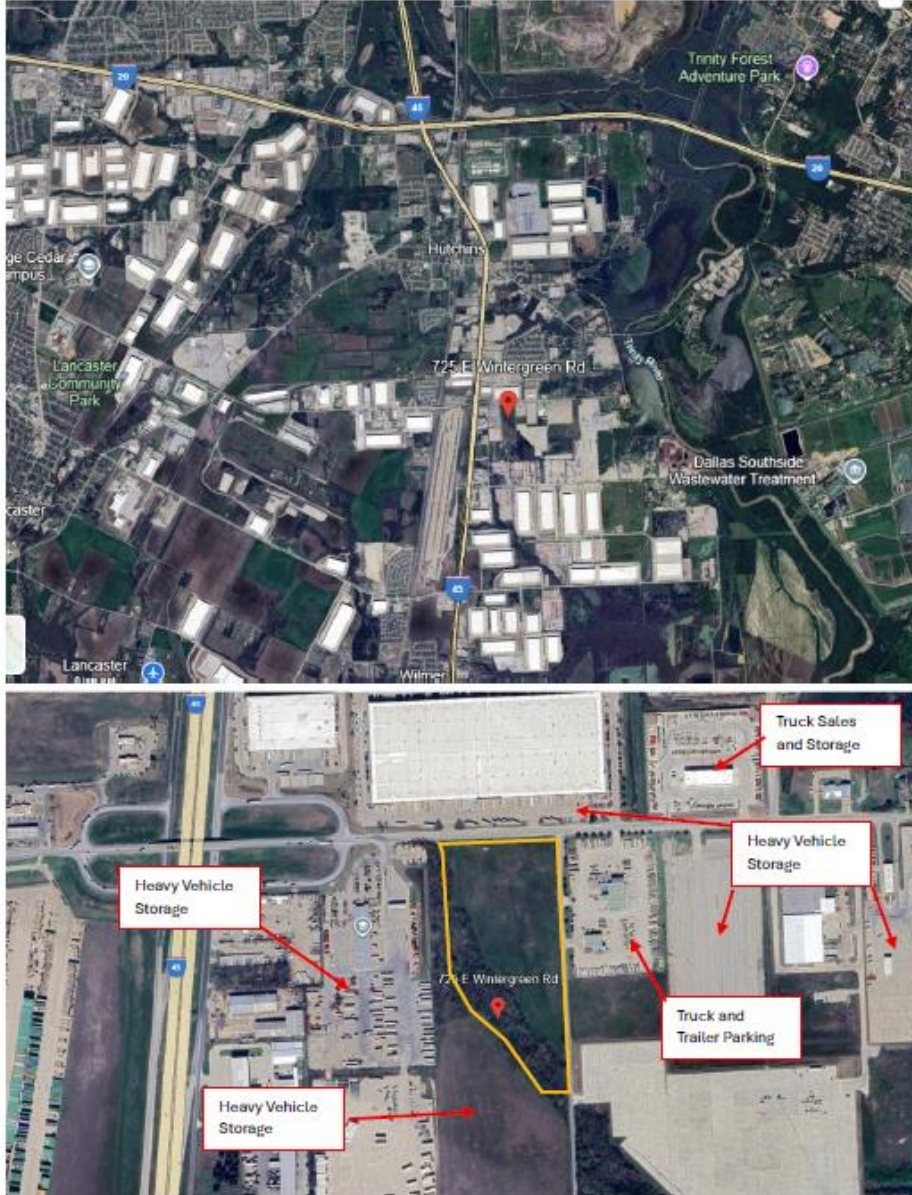
North 30°17'48" West, a distance of 455.04 feet to a north corner of said Lot 1 and the west corner of said Lot 2 and in said southeast right-of-way line of Wintergreen Road;

THENCE North 59°36'47" East, with said southeast right-of-way line of Wintergreen Road, a distance of 528.93 feet to the POINT OF BEGINNING and containing 498,256 square feet or 11.4384 acres of land.

This document was prepared under 22 TAC §138.95, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.

Exhibit "B" Site Plan

Exhibit B – Location



4934-6528-7814, v. 1

SUP APPLICATION LETTER
725 E. Wintergreen, Hutchins, TX 75141
Foundry Commercial Acquisitions, LLC



HIGHLIGHTS

- ADDRESS:** 725 E. Wintergreen Rd, Hutchins, TX
- BUILDING/SITE SIZE:** 15,000 SF + 10,000 SF Building on 11.4 ACRES
- STATUS:** Proposed Development
- CONSTRUCTION TYPE:** Tilt Wall Construction with Storefront; Concrete Paved Parking
- ZONING:** Light Industrial (LI)
- APPLICANT:** Foundry Commercial Acquisitions (Represented by Nick Vinson)
- SUP REQUEST FOR:** Parking Lot, Truck and Trailer; Heavy Load Vehicle Storage; Truck Sales and Storage

SUP APPLICATION LETTER
725 E. Wintergreen, Hutchins, TX 75141
Foundry Commercial Acquisitions, LLC

City of Hutchins | City Hall
Attn: Blake Moore
321 N Main, P.O. Box 500
Hutchins, TX 75141
bmoore@cityofhutchinstx.gov

Mr. Moore,

We are requesting a Specific Use Permit (“SUP”) for a proposed development at 725 E. Wintergreen Road to allow the following uses: Parking Lot, Truck and Trailer; Heavy Load Vehicle Storage; and Truck Sales and Storage. The site is zoned Light Industrial (“LI”) and will feature two Class A tilt-wall maintenance facilities totaling 25,000 SF on an 11.4-acre, fully paved and fenced lot with perimeter landscaping.

The project is designed to accommodate up to two tenants whose operational needs align closely with the LI district intent—low-intensity, service-oriented industrial users that maintain equipment, park vehicles off-street, and operate primarily during daytime business hours. Our targeted users include:

- Utility contractors utilize light-load vehicles, which when stored on site qualifies as **Parking Lot, Truck and Trailer** under the City of Hutchins code.
- Freight Carriers operate semi-trucks and trailers, which when stored on site qualifies as **Heavy Load Vehicle Storage** under the City of Hutchins code.
- Truck sales and leasing operations qualify as **Truck Sales and Storage** under the City of Hutchins code.

Approval of the requested uses would provide the following benefits to the city:

- **Supports the expanding city infrastructure.** Hutchins’ rapid industrial and residential growth has accelerated demand for electrical, sewer, gas, and telecommunications contractors. Our survey identified a shortage of nearby contractor yards. The project provides purpose-built space for these essential service providers—helping maintain and expand local infrastructure.
- **Improves truck safety and reduces on-road congestion.** With nearly five million square feet of new warehouse and distribution absorption annually, demand for nearby service and staging (“ISF”) facilities far exceeds supply. The absence of such facilities contributes to on-ramp truck parking, unsafe roadside idling, and congestion (see Exhibit A). Our facility’s proximity to I-35 provides controlled off-street parking and maintenance capacity, improving traffic safety and logistics efficiency.
- **Generates stable employment.** Each of our target users creates administrative and technical skill jobs with competitive wages. In particular, truck sales operations typically create 20+ jobs per location while generating minimal incremental truck trips because vehicles are stored and displayed on-site.

SUP APPLICATION LETTER
725 E. Wintergreen, Hutchins, TX 75141
Foundry Commercial Acquisitions, LLC

- **Raises design quality along Wintergreen.** The proposed tilt-wall facilities and screened, paved yard will elevate the corridor’s appearance, setting a new benchmark for industrial design and maintenance standards.
- **Compatible with surrounding uses.** Adjacent and nearby properties currently support similar heavy-vehicle and logistics operations. The project’s uses are therefore consistent with the established industrial pattern and complementary to the nearby Union Pacific intermodal facility.

The LI district permits several more intensive uses *by right*—many of which generate higher noise, traffic, or 24-hour activity. Examples include:

- Parking Lot or Structure, Commercial (Auto)
- Auto Glass/Upholstery/Muffler Shops
- Auto Repair, Major
- Contractor Shop with Outside Storage Yard
- Distribution Center
- Welding or Machine Shop
- Wholesale & Retail Steel/Metal Sales with Outside Storage

By contrast, our plan will:

- Concentrate staging and light service on a screened, paved site with managed circulation
- Reduce spillover to public streets via on-site queuing and operating rules
- Commit to appearance and housekeeping standards (landscaping, fencing/screening)
- Limit activities to light maintenance indoors or within designated service bays

It is our sincere belief that the proposed mix of uses at our development would provide a tangible benefit not only to Hutchins, but also to its residents and employers. Please do not hesitate to reach out with any questions, and I look forward to discussing this opportunity further. We appreciate your consideration of this request.

Respectfully,

Nick Vinson
Foundry Commercial
29 Hermitage Ave
Nashville, TN 37221
Phone: 772-203-7407
Email: nick.vinson@foundrycommercial.com

SUP APPLICATION LETTER
725 E. Wintergreen, Hutchins, TX 75141
Foundry Commercial Acquisitions, LLC

Exhibit A

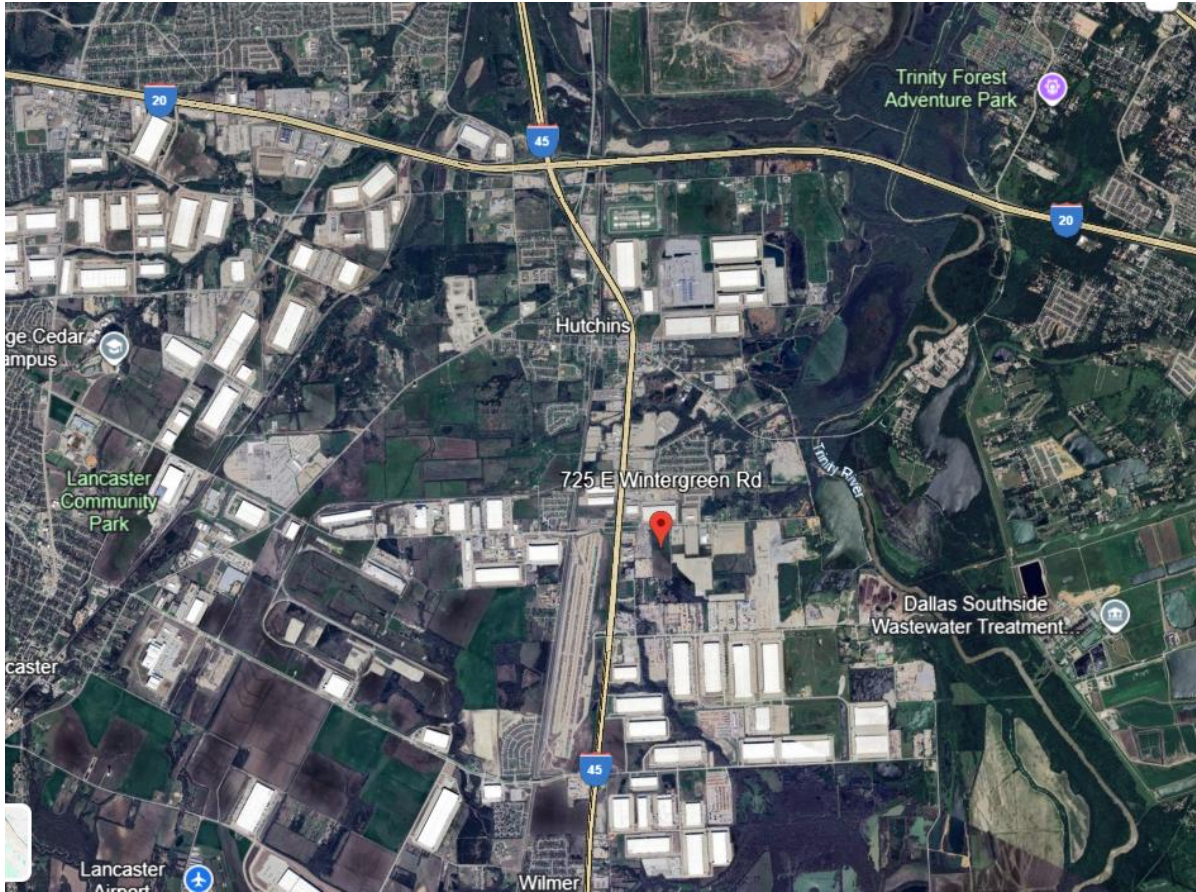
Photograph taken on 9/23/2025 showing illegal parking at on ramp for I-20 Frontage Rd approx. 2.7 miles from the subject site.



SUP APPLICATION LETTER

725 E. Wintergreen, Hutchins, TX 75141
Foundry Commercial Acquisitions, LLC

Exhibit B – Location





CITY OF HUTCHINS

SITE PLAN/CONCEPT PLAN CHECKLIST

PROJECT NAME: Foundry Wintergreen Industrial

FILE #: _____

The following is a list of requirements for site plan/concept plan applications. Applicants shall indicate compliance with standards by checking the box adjacent to the standard. Checking the box certifies to the City that you have completely and accurately addressed the issue. If not applicable, indicate an "N/A" next to the box. Failure to comply with standards could result in rejection of application and/or delay of plat approval. Provide this completed form at the

Site Plan Submission Requirements - The site plan submission shall be comprised of the following (all required items/information must be received by the City Administrator, or his/her designee, in order for a site plan/development review submission to be considered complete - incomplete submissions will not be reviewed until all deficient items/information have been received):

- 1.** ✓ Verification that all taxes and assessments on the subject property have been paid (see Subsection E below).
- 2.** ✓ Copies of the site plan (on 24" x 36" sheet and drawn to a known engineering scale that is large enough to be clearly legible), the quantity of which shall be determined by the City Administrator (or his/her designee) and (if applicable) an application form and filing fee.
- 3.** N/A If required, complete sets of engineering/construction plans (including the site plan and plat) for all site work and for all required public improvements (e.g., water, wastewater, grading/storm drainage, streets, alleys, fire lanes and hydrants, etc.), the quantity of which shall be determined by the City Administrator, or his/her designee.
- 4.** N/A Preliminary plat/final plat submission (as per the Subdivision Ordinance), if the property has not yet been platted, or a replat submission if additional easements or rights-of-way will need to be established for the proposed development.
- 5.** ✓ Landscaping plans (the required number of copies of the plans shall be determined by the City Administrator, or his/her designee).
- 6.** ✓ Building facade (i.e., elevation) plans (the required number of copies of the plans shall be determined by the City Administrator, or his/her designee; applicable in the PD and SUP districts only).



CITY OF HUTCHINS **SITE PLAN/CONCEPT PLAN CHECKLIST**

7. N/A Any additional information/materials (i.e., plans, maps, exhibits, legal description of property, information about proposed uses, etc.) as deemed necessary by the City Administrator, or his/her designee, in order to ensure that the request is understood.

8. ✓ Application form (format to be provided by the City) signed by the owner or his/her designated representative (if the applicant is not the owner of the subject property, then he/she shall submit verification in the form of a notarized statement that he/she is acting as an authorized agent for the property owner).

9. ✓ Filing fee (as established within Appendix A-6 of this Ordinance).

Site Plan Details - The site plan and accompanying engineering/construction plans (if required) shall contain sufficient information relative to site design and construction to clearly show the extent of the proposed development/construction, and shall include but not be limited to the following:

1. ✓ A site inventory analysis including major existing vegetation, natural watercourses, creeks or bodies of water, and an analysis of planned changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas.

2. ✓ Any existing and proposed public/private streets and alleys; building sites or lots; any areas reserved as parks, parkways, playgrounds, utility easements or school sites; any proposed street widening and street changes (i.e., median cuts and turn lanes); the points of ingress and egress from existing/proposed streets; location and description of existing and proposed utility services, including size of water and sewer mains and laterals, and storm drainage structures (including grading); the location and width for all driveway openings; topography at no more than two-foot (2') contours; and existing development on all abutting sites and the zoning classification thereof.

3. ✓ Placement of all buildings on the site, showing the building footprints and setback lines, and all property lines, street curblines, alley lines, easements, screening walls, signage, any service/delivery areas for trucks, fire lanes, and parking areas (including parking space counts and a schedule of parking ratios used for the various proposed uses).

4. ✓ A landscape plan showing turf areas, screening walls, ornamental plantings, any existing trees that will be preserved (and techniques to be used to ensure preservation) or removed, all new trees to be planted, and irrigation plans (if required).

5. ✓ Building facade (i.e., elevation) plans showing all building elevations and any attached (i.e., wall-mounted) signage that will be used on the building (the required number of copies of the plans shall be determined by the City Administrator, or his/her designee; applicable in the PD and SUP districts only).



CITY OF HUTCHINS **SITE PLAN/CONCEPT PLAN CHECKLIST**

Supplemental Requirements - ✓ The City’s staff may require other information and data for specific site plans. This data may include but is not limited to geologic information, water yields, flood data and/or hydrological studies, environmental information, traffic impact analysis, road capacities, market information, economic data for the proposed development, hours of operation, elevations and perspective drawings, lighting, and similar information. Approval of a site plan may establish conditions for construction based upon such information if such conditions are deemed to be necessary bring the site plan into full compliance with the provisions of this Ordinance, or to protect the public health, safety or welfare. A conceptual plan showing a larger land area surrounding the proposed development may also be required so that the City can get a better understanding of how the proposed development will fit into (or will possibly affect) the surrounding area.

Principles and Standards for Site Plan Review and Evaluation - The following criteria have been set forth as a guide for evaluating the adequacy of proposed development within the City of Hutchins, and to ensure that all developments are, to the best extent possible, constructed according to the City’s codes and ordinances.

The City Administrator, or his/her designee, shall review the site plan for compliance with all applicable City ordinances and with the Comprehensive Plan; for harmony with surrounding uses and with long-range plans for the future development of Hutchins; for the promotion of the health, safety, order, efficiency, and economy of the City; and for the maintenance of property values and the general welfare.

Site plan review and evaluation by the City Administrator, or his/her designee, shall be performed with respect to the following:

- 1.** ✓ The site plan’s compliance with all provisions of the Zoning Ordinance and other ordinances of the City of Hutchins including but not limited to off-street parking and loading, lighting, open space, landscaping, existing tree preservation/removal, and the generation of objectionable smoke, fumes, noise, odors, dust, glare, vibration, or heat.
- 2.** ✓ The impact of the development relating to the preservation of existing natural resources on the site and the impact on the natural resources of the surrounding properties and neighborhood.
- 3.** ✓ The relationship of the development to adjacent uses in terms of harmonious design, setbacks, maintenance of property values, and any possible negative impacts.
- 4.** ✓ The provision of a safe and efficient vehicular and pedestrian circulation system.
- 5.** ✓ The design and location of off-street parking and loading facilities to ensure that all such spaces are usable and are safely and conveniently arranged.
- 6.** ✓ The sufficient width and suitable grade and location of streets designed to accommodate prospective traffic and to provide access for firefighting and emergency equipment to buildings.



CITY OF HUTCHINS
SITE PLAN/CONCEPT PLAN CHECKLIST

- 7.** ✓ The coordination of streets so as to arrange a convenient system consistent with the Future Thoroughfare Plan of the City of Hutchins, as amended.

- 8.** ✓ The use of landscaping and screening to provide adequate buffers to shield lights, noise, movement, or activities from adjacent properties when necessary, and to complement and integrate the design and location of buildings into the overall site design.

- 9.** ✓ Exterior lighting to ensure safe movement and for security purposes, which shall be arranged so as to minimize glare and reflection upon adjacent properties.

- 10.** ✓ The location, size, and configuration of open space areas to ensure that such areas are suitable for intended recreation and conservation uses.

- 11.** ✓ Protection and conservation of soils from erosion by wind or water or from excavation or grading.

- 12.** ✓ Protection and conservation of watercourses and areas subject to flooding.

- 13.** ✓ The adequacy of water, drainage, sewerage facilities, solid waste disposal, and other utilities necessary for essential services to residents and occupants.

Kimley-Horn
2800 N CENTRAL EXPRESSWAY, SUITE 400,
RICHARDSON, TX 75080
PHONE: 972-770-1300 FAX: 972-239-3820
WWW.KIMLEY-HORN.COM TX F-928
© 2025 KIMLEY-HORN AND ASSOCIATES, INC.

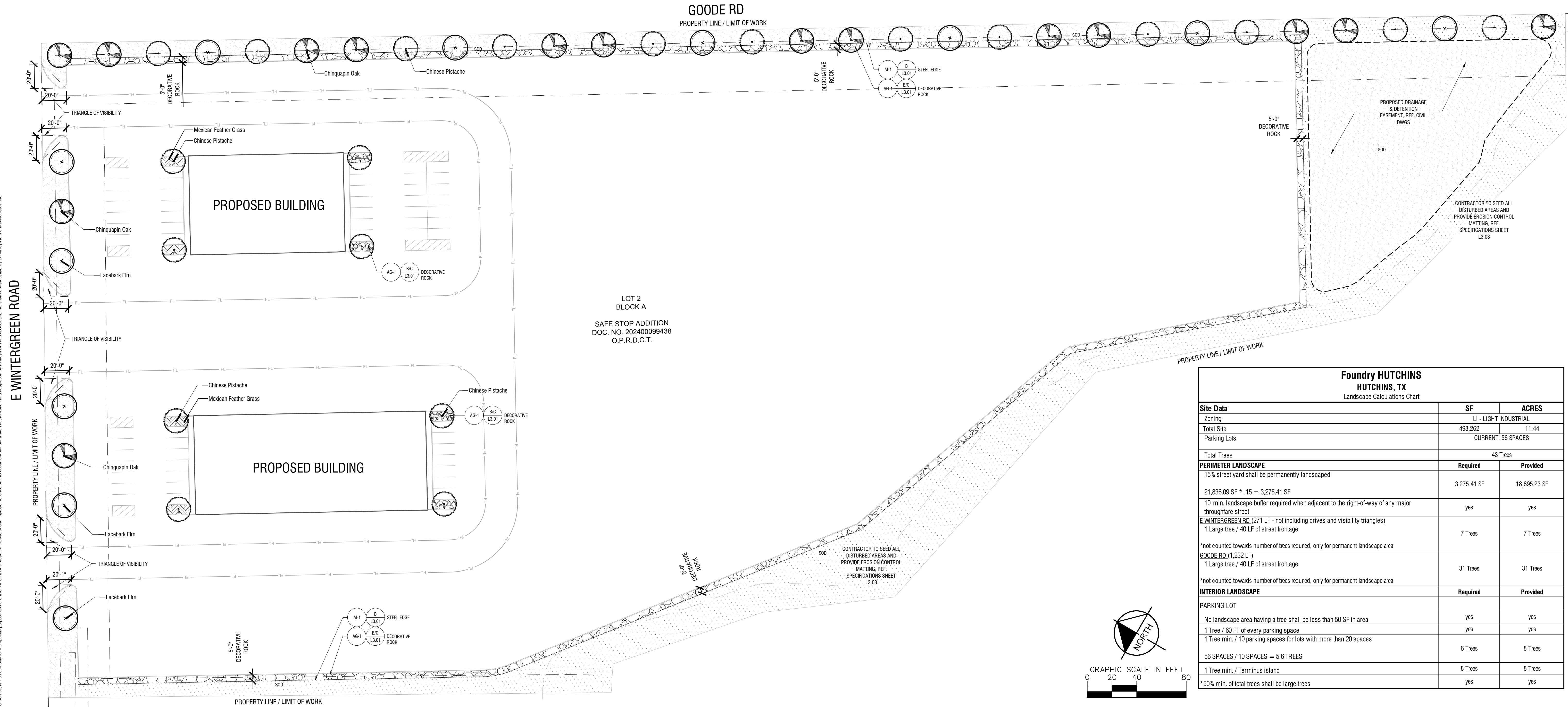
Kimley-Horn
FOR REVIEW ONLY
Not for construction or permit purposes

KHA PROJECT	DATE	SCALE	DESIGNED BY	DRAWN BY	CHECKED BY
063227204	OCTOBER 2025	AS SHOWN	AMH	AMH	AMH

FOUNDRY HUTCHINS
PREPARED FOR
FOUNDRY COMMERCIAL
TEXAS
HUTCHINS

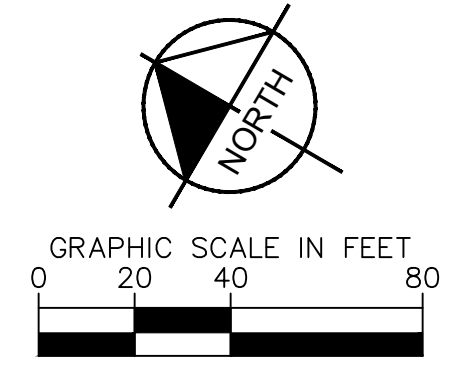
LANDSCAPE
PLAN

GOODE RD
PROPERTY LINE / LIMIT OF WORK



LOT 2
BLOCK A
SAFE STOP ADDITION
DOC. NO. 202400099438
O.P.R.D.C.T.

Foundry HUTCHINS HUTCHINS, TX Landscape Calculations Chart		
Site Data	SF	ACRES
Zoning	LI - LIGHT INDUSTRIAL	
Total Site	498,262	11.44
Parking Lots	CURRENT: 56 SPACES	
Total Trees	43 Trees	
PERIMETER LANDSCAPE	Required	Provided
15% street yard shall be permanently landscaped	3,275.41 SF	18,695.23 SF
21,836.09 SF * .15 = 3,275.41 SF		
10' min. landscape buffer required when adjacent to the right-of-way of any major thrufare street	yes	yes
E WINTERGREEN RD (271 LF - not including drives and visibility triangles)		
1 Large tree / 40 LF of street frontage	7 Trees	7 Trees
*not counted towards number of trees required, only for permanent landscape area		
GOODE RD (1,232 LF)		
1 Large tree / 40 LF of street frontage	31 Trees	31 Trees
*not counted towards number of trees required, only for permanent landscape area		
INTERIOR LANDSCAPE	Required	Provided
PARKING LOT		
No landscape area having a tree shall be less than 50 SF in area	yes	yes
1 Tree / 60 FT of every parking space	yes	yes
1 Tree min. / 10 parking spaces for lots with more than 20 spaces	6 Trees	8 Trees
56 SPACES / 10 SPACES = 5.6 TREES		
1 Tree min. / Terminus island	8 Trees	8 Trees
*50% min. of total trees shall be large trees	yes	yes



MATERIAL LEGEND:

METALS	
M-1	STEEL EDGE MATERIAL: 3/16" x 4" STEEL PLATE COLOR: POWDERCOAT BLACK SIZE: LENGTHS PER PLAN, ALL SEAMS TO BE FLUSH AND LEVEL INSTALL: REF. DETAILS APPROVAL: CUT SHEET
AGGREGATES	
AG-1	DECORATIVE ROCK TYPE: CHEROKEE GRAVEL SIZE: 2"-3" SIZE, 4" DEPTH INSTALL: REFER DETAILS SUPPLIER: STONE DEPOT TEXAS, OR APPROVED EQUAL (972.707.7900) CONTACT: SAMPLE, MOCKUP APPROVAL:

PLANT SCHEDULE

SYMBOL	COMMON / BOTANICAL NAME	CONT.	SIZE	SPACING	QTY	REMARKS
TREES						
●	Chinese Pistache / Pistacia chinensis	3"	cal	10'-12' ht	As Shown	20
○	Chinquapin Oak / Quercus muhlenbergii	3"	cal	10'-12' ht	As Shown	15
+	Lacebark Elm / Ulmus parvifolia	3"	cal	10'-12' ht	As Shown	11
GROUND COVERS						
■	Bermuda Grass / Cynodon dactylon	sod				5,165 sf
■	Mexican Feather Grass / Nassella tenuissima	1 gal	12" h x 12" w	18" o.c.		248
■	Permanent Bermuda Seed / Seed	seed				83,715 sf

PLANTING NOTES:

- LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UNDERGROUND UTILITIES, PIPES, STRUCTURES, AND LINE RUNS IN THE FIELD PRIOR TO THE INSTALLATION OF ANY PLANT MATERIAL.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ADVISE THE LANDSCAPE ARCHITECT OF ANY CONDITION FOUND ON THE SITE WHICH PROHIBITS INSTALLATION AS SHOWN ON THESE DRAWINGS.
- ALL PLANT MATERIAL SHALL BE MAINTAINED IN A HEALTHY AND GROWING CONDITION AND MUST BE REPLACED WITH PLANT MATERIAL OF SAME VARIETY AND SIZE IF DAMAGED, DESTROYED, OR REMOVED.
- LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR FINE GRADING AND REMOVAL OF DEBRIS PRIOR TO PLANTING IN ALL AREAS.
- FINAL FINISH GRADING SHALL BE REVIEWED BY THE LANDSCAPE ARCHITECT. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY ADDITIONAL TOPSOIL REQUIRED TO CREATE A SMOOTH CONDITION PRIOR TO PLANTING.
- ALL PLANT QUANTITIES LISTED ARE FOR INFORMATION ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE FULL COVERAGE IN ALL PLANTING AREAS AS SPECIFIED IN THE PLANT SCHEDULE AND VERIFY ALL QUANTITIES.
- LANDSCAPE CONTRACTOR TO PROVIDE STEEL EDGING BETWEEN ALL PLANTING BEDS AND LAWN AREAS.
- ALL PLANT MATERIAL SHALL CONFORM TO THE SPECIFICATIONS AND SIZES GIVEN IN THE PLANT LIST AND SHALL BE NURSERY GROWN IN ACCORDANCE WITH THE AMERICAN STANDARD FOR NURSERY STOCK, LATEST EDITION AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS. ANY PLANT SUBSTITUTION SHALL BE APPROVED BY LANDSCAPE ARCHITECT PRIOR TO PURCHASE.
- LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR ANY COORDINATION WITH OTHER CONTRACTORS ON SITE AS REQUIRED TO ACCOMPLISH ALL PLANTING OPERATIONS.
- ALL NEW PLANTING AREAS TO BE AMENDED PER SPECIFICATIONS.
- ANY PLANT MATERIAL THAT DOES NOT SURVIVE SHALL BE REPLACED WITH AN EQUIVALENT SIZE AND SPECIES WITHIN THIRTY (30) DAYS.
- PLANT MATERIAL SHALL BE PRUNED AS NECESSARY TO CONTROL SIZE BUT NOT TO DISRUPT THE NATURAL GROWTH PATTERN OR CHARACTERISTIC FORM OF THE PLANT EXCEPT AS NECESSARY TO ACHIEVE HEIGHT CLEARANCE FOR VISIBILITY AND PEDESTRIAN PASSAGE OR TO ACHIEVE A CONTINUOUS OPAQUE HEDGE IF REQUIRED.
- LANDSCAPED AREAS SHALL BE KEPT FREE OF TRASH, WEEDS, DEBRIS, AND DEAD PLANT MATERIAL.
- ALL LIME STABILIZED SOIL & INORGANIC SELECT FILL FOR BUILDING SHOULD BE REMOVED FROM PLANTING AREAS TO A DEPTH OF 24" & REPLACED WITH ORGANIC IMPORTED TOPSOIL FILL.
- TREES OVERHANGING PEDESTRIAN WALKWAYS AND PARKING SHALL HAVE A 7' MINIMUM CLEAR TRUNK HEIGHT TO MEET ACCESSIBILITY STANDARDS. TREES OVERHANGING PUBLIC STREETS, DRIVE AISLES, AND FIRE LANES SHALL HAVE A 14' MINIMUM CLEAR TRUNK HEIGHT.
- CONTRACTOR TO PROVIDE 12 MONTH WARRANTY AFTER ALL CONSTRUCTION IS COMPLETE.

IRRIGATION PERFORMANCE SPECS

CITY NOTES

- THE CONTRACTOR SHALL SUPPLY AN AUTOMATIC IRRIGATION SYSTEM TO COVER ALL LANDSCAPE AREAS WITHIN THE SITE INCLUDING TREES, SHRUBS, AND OTHER PLANTINGS.
- THE CONTRACTOR SHALL PROVIDE SHOP DRAWINGS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT AND OWNER.
- THE CONTRACTOR SHALL COORDINATE WITH THE CITY FOR THE PROPOSED CONNECTION POINT TO THE CITY'S SYSTEM AND SHALL COORDINATE WITH THE CITY FOR THE IRRIGATION METER SIZING, PAYMENT, AND INSTALLATION.

OVERALL IRRIGATION NOTES

- IRRIGATION SYSTEM SHALL PROVIDE 100% COVERAGE FOR GROUNDCOVERS, SHRUBS AND TREES. NO PERMANENT IRRIGATION PROVIDED FOR SODDED AND SEEDED AREAS OUTSIDE OF TEMPORARY IRRIGATION.
- AUTOMATIC IRRIGATION CONTROLLER IS REQUIRED
- MASTER CONTROL VALVE TO BE INSTALLED
- RAIN AND FREEZE SENSOR TO BE INSTALLED
- FLOW SENSOR TO BE INSTALLED
- ELECTRIC SHALL BE PROVIDED TO IRRIGATION CONTROLLER AND SOURCE WHERE NEEDED (PUMP SYSTEM)
- SLEEVES SHALL BE SCHEDULE 40, AND SHALL EXTEND 12" BEYOND EDGE OF ALL PAVEMENT
- CONTROLLER TO BE PLACED OUTDOORS

SPECIFIC PRODUCT INFORMATION

- ALL SHRUBS AND GROUNDCOVER TO BE IRRIGATED WITH DRIPLENE
- ALL TREES TO BE IRRIGATED WITH BUBBLERS

IRRIGATION REQUIREMENTS:

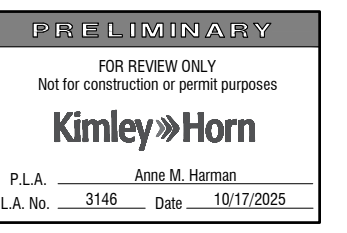
CONTRACTOR TO PROVIDE IRRIGATION SYSTEM AS NOTED BELOW:

IF SOD IS TO BE IRRIGATED AS DIRECTED BY OWNER - HUNTER MP ROTARY NOZZLES SPACED ACCORDING TO DEPTH OF SOD WITH HEAD TO HEAD SPACING HEADS TO BE ADJUSTED TO NOT OVERSPRAY INTO ROAD. DRIPLENE TO BE PLACED IN ALL AREAS LESS THAN 4' WIDTH. ALL DRIPLENE TO BE PLACED ON SEPARATE ZONES.
TREES - ONE BUBBLER PER TREE. BUBBLERS TO BE ON SEPARATE ZONE FROM SOD.
SHRUBS / GROUNDCOVER- NETAFIM DRIPLENE TO BE PLACED TO PROVIDE FULL COVERAGE OF MATERIAL. PLACE DRIP ON SEPARATE ZONE DRIPLENE FOR SHRUBS & SOD SHOULD NOT BE COMBINED ON ONE ZONE-ALL SHRUBS TO BE IRRIGATED SEPARATE FROM SOD

WARNING: EXISTING UTILITIES SHOWN ARE BASED ON AVAILABLE RECORD DRAWINGS AND ABOVE GROUND FIELD SURVEY DATA. THEREFORE THERE MAY BE UTILITIES PRESENT THAT ARE NOT SHOWN ON THESE CONSTRUCTION PLANS. CONTRACTOR TO FIELD VERIFY PRESENCE AND EXACT LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION AND USE CAUTION DURING CONSTRUCTION. NOTIFY ENGINEER AND OWNER OF ANY DISCREPANCIES.

811 Know what's below.
Call before you dig.

Images: ©2015, ©2016, ©2017, ©2018, ©2019, ©2020, ©2021, ©2022, ©2023, ©2024, ©2025
XREFS: 000, 001, 002, 003, 004, 005, 006, 007, 008, 009, 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, 020, 021, 022, 023, 024, 025, 026, 027, 028, 029, 030, 031, 032, 033, 034, 035, 036, 037, 038, 039, 040, 041, 042, 043, 044, 045, 046, 047, 048, 049, 050, 051, 052, 053, 054, 055, 056, 057, 058, 059, 060, 061, 062, 063, 064, 065, 066, 067, 068, 069, 070, 071, 072, 073, 074, 075, 076, 077, 078, 079, 080, 081, 082, 083, 084, 085, 086, 087, 088, 089, 090, 091, 092, 093, 094, 095, 096, 097, 098, 099, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000



KHA PROJECT	063227204
DATE	OCTOBER 2025
SCALE	AS SHOWN
DESIGNED BY	AMH
DRAWN BY	AMH
CHECKED BY	AMH
TEXAS	

FOUNDRY HUTCHINS
PREPARED FOR
FOUNDRY COMMERCIAL
HUTCHINS

LANDSCAPE
SPECIFICATIONS
L1.03

329510 - LANDSCAPE MAINTENANCE (CONT.)

3.3 IRRIGATION SYSTEM OPERATION AND MAINTENANCE

A. The scope of work for the operation and maintenance of the permanent irrigation system shall consist of the monitoring, adjustment, repair and proper operation of the existing irrigation system as required insuring adequate moisture to the plant material existing on the project. The existing condition of the system and any equipment will be corrected by the Contractor upon approval by the Owner. The Contractor shall insure that irrigation zones, rain sensors and freeze sensors are operating correctly, include seasonal draining and winterizing of irrigation system when required.

B. System repairs will include monitoring of the system on a year round bi-weekly basis and reporting of all damaged or trouble areas to the Owner. The Contractor personnel shall repair any damage that may have occurred during the mowing cycle and set automatic systems to correct time requirements. Any damage to the fact of the Landscape Maintenance Contractor shall be assessed and brought to the attention of the plant material caused by such maintenance, labor and equipment shall be corrected and repaired by the Landscape Maintenance Contractor at his/her expense. This includes both reseeding areas damaged by tractor tracks when mowing is conducted at an inappropriate time, as determined by the Owner or his/her agent, and replacement of any plants, landscape, or other amenities on the site when damaged by the Contractor's equipment, materials or agents(s).

END OF SECTION

329119 - TOP SOIL

1.1 SECTION INCLUDES

1.2 SUBMITTALS

A. Samples

1. Provide (3) 1-gallon samples for each soil type.

2. Each sample to be a composite of five to seven (5-7) sub-samples taken the full depth of proposed source. On stockpiles, discard upper 6 inches of soil before sampling.

3. Place samples in plastic bags, seal, and place in second paper bag, and label.

B. Test Reports

1. Prior to starting work, submit 2 certified copies of soil test reports to the Landscape Architect for approval.

2. Costs of all tests to be borne by the Contractor.

1.3 QUALITY ASSURANCE

A. All soil sampling and testing shall comply with procedures specified in:

1. U.S.D.A. Ag. Handbook 60: Diagnosis and Improvement of Saline and Alkal Soils.

B. Testing Laboratories

1. Certified facilities normally engaged in agronomic soil testing shall be utilized.

A. Required Topsoil Tests

1. Chemical analysis including:

a. Fertility: pH, nitrate nitrogen, ammonia nitrogen, phosphate phosphorous, potassium, calcium, magnesium, zinc, iron, and manganese.

b. Suitability: total salinity, boron, sodium, potassium, calcium, magnesium, chloride, and sulfate.

2. Physical properties include:

a. Organic content.

b. Particle size distribution.

2.1 TOPSOIL

NOTE: Topsoil needs to be from Living Earth, or approved equal. 2" in all turf areas amended and tilled to a depth of 4", and 4" in all planting beds, amended and tilled to a depth of 4".

A. On-grade topsoil for the work shall conform to the requirements included in this Section

1. A natural, friable, loamy soil, typical of local topsoils which produces heavy vegetative growth, free from subsoil, weeds, seeds, stiff clay, stones larger than 1/2 inch, toxic substances, debris, or other substances which may be harmful to plant growth.

2. The pH range shall be 6.5 to 7.5.

B. Grading Analysis: Two inch sieve, 100 percent passing. Number 4 sieve, 90 percent minimum passing. Number 10 sieve, 80 percent minimum passing.

C. Sand, silt and clay content:

1. Sand: 20 to 75 percent.

2. Silt: 10 to 30 percent.

3. Clay: 5 to 30 percent.

D. All topsoil shall be free from all herbicides and insecticides which may adversely affect growth of lawn or planting, or which may contain toxic materials.

E. Do not deliver in muddy condition.

F. The Contractor shall not use materials which do not conform to these criteria. At the discretion of the Landscape Architect, such material can either by amended to meet these requirements, or will be removed from the site and replaced with suitable material as specified.

2.2 SOIL FERTILITY TEST

A. The Contractor will be required to furnish the Owner with two (2) soil fertility reports including corrective recommendations.

B. The exact location of each soil sample taken will be provided by the Landscape Architect or Owner.

C. Soil fertility testing will be conducted by a laboratory specializing in this type of testing and approved by the Landscape Architect or Owner.

2.3 MULCH

A. Partially decomposed dark brown, fine shredded hardwood bark mulch, reference plans for type.

2.4 WATER

A. Water will be supplied by the Owner.

2.5 PLANT REPLACEMENT

A. It will be the responsibility of the Landscape Maintenance Contractor to replace any and all plant material that is dead or damaged due to non-performance of the contracted scope of work, un-supervised personnel or un-supervised subcontractors.

2.6 PESTICIDES AND HERBICIDES

A. Pesticides and herbicides shall be of the type that is commercially available.

3.1 TREE MAINTENANCE

A. The Scope of Work for plant maintenance includes all possible means required to preserve the plants and vegetative material existing within the site in a healthy and vigorous growing condition to insure their successful establishment. Plant maintenance shall include, as a minimum, the following items:

1. Pruning: All trees within the limits of landscape maintenance, shall be pruned by the Contractor to the satisfaction of the Owner. Pruning shall be done in accordance with accepted pruning practices as set forth by the National Arborist Association in Pruning Standards for Shade Trees (current edition). Dead or damaged limbs on trees, including sucker-growth on trunks of trees, are to be removed. Suckers will be removed as needed throughout the year. All pruned materials shall be directed to the Contractor and shall be disposed of in a manner acceptable to the Owner. Unless directed differently in the contract documents, pruning shall be accomplished once during the term of this contract.

2. Insect, Disease, and Animal Control: The Contractor shall inspect the plants and planted areas once each two (2) weeks or as approved by the Owner. The Contractor shall be required to notify the Owner in writing of problems with insects, diseases, or animals as such problems arise. The Contractor also shall recommend corrective measures in writing.

3. The Contractor shall treat the plants and/or the planted areas in accordance with accepted methods of horticultural practices and the Texas Department of Agriculture guidelines regarding the use of pesticides. The Contractor also shall follow the manufacturer's instructions for the use and application of any pesticides.

4. Bed Maintenance: The Contractor shall maintain the plant basins and beds free of weeds and grass or other material detrimental to the growth of the plants or appearance of the site. Herbicides, when used by the Contractor, will under no circumstances be used on days where the wind could cause drift hazard to desirable plants. The Contractor shall also follow the manufacturer's instructions for the use and application of any herbicide. Two pre-emergent herbicide applications will be made per year along with manual weeding and post emergent herbicide applications as required. All shrub and groundcover beds shall be fertilized two (2) times per year at a rate of 2 lbs. Per 1,000 square feet. Hardwood mulch shall be maintained to a minimum depth of two (2) inches, in all bed areas.

5. Re-staking and re-bracing of Plants: Any damaged or destroyed stakes, guys or braces shall be replaced by the Contractor. This shall include any adjustment to the staking or guying to prevent girdling of plants. Adjustment will be made to tighten wires and cables as required.

6. Tree Mulching and Fertilization:

a) Maintain a 2" layer of shredded hardwood mulch over all tree root balls in turf areas. Add new mulch as required.

b) Deep root fertilize all trees with a combination of Injecto-Feed 32-7-7 and Agri-Plex 0-4-4 with 2 percent magnesium, 2 percent water soluble magnesium, 3 percent sulfur, .02 percent boron, 5 percent iron, 5 percent manganese and 5 percent zinc. Mix 20 pounds of Injecto-Feed and 1 gallon of Agri-Plex in 100 gallons of water. Apply this solution at the rate of 5 gallons per inch trunk diameter measured at breast height. Space injector points at 2.5 foot intervals starting 2 feet beyond the drip line. Apply 5 gallons of solution per injection site. Soil injections should be made 6 to 8 inches deep using an injector probe at 150 to 200 PSI. Keep fertilizer solution agitated during application. Where trees are closely spaced and have overlapping treatment areas, inject only once in those areas. Do not double inject these areas. For trees growing in wells surrounded by concrete, water or other hard surfaces, drench the top of the root ball with 10 to 15 gallons of fertilizer solution.

3.2 TURF AND GRASS MAINTENANCE

A. Sod:

1. Mowing and Trimming: All lawns shall be mowed approximately every seven days April thru September, three (3) times per month in March and October and once monthly November thru February. All sidewalks and curbs shall be edged, and trimming around all trees and other objects within turf areas shall occur in concurrence with the maximum mowing cycles. The Contractor shall use power equipment as approved by the Owner. Nylon cord trimmers shall not be used inside plant basins or beds around plant material.

2. Fertilization: All sod shall be fertilized in March, May, July and September for a total of four (4) applications. Approximately 1.5 to 2 lbs. nitrogen will be applied per 1,000 square feet per application. Various analyses and blends of fertilizers can be used based on soil tests results.

3. Weed Control: All sod shall be treated with two (2) pre-emergent herbicide and four (4) post-emergent herbicide applications for a total of six (6) applications. Herbicide applications will only be required on established stands of grass.

4. Insect, Disease and Animal Control: The Contractor shall inspect all lawn areas once each two (2) weeks or as approved by the Owner. The Contractor shall be required to notify the Owner in writing of problems with insects, diseases, or animals as such problems arise. The Contractor also shall recommend corrective measures in writing.

329510 - LANDSCAPE MAINTENANCE

1.1 SECTION INCLUDES

A. Landscape Maintenance Contractor shall furnish all labor, equipment, chemicals and fertilizer necessary to maintain newly planted landscaping having plants in a vigorous, healthy state through the end of the stated maintenance period. Maintenance shall consist of watering, weeding, fertilizing, disease and insect control, pruning, aerating, protective spraying and any other procedures consistent with good horticultural practice necessary to insure normal, vigorous and healthy growth of all landscape materials under this contract. Trash and debris will be removed from the project during each regular site visit. Maintenance shall begin following final acceptance of the landscape installation.

B. The Landscape Maintenance Contractor shall be responsible for the use of all his/her materials, labor and equipment. Injury to plant material caused by such maintenance, labor and equipment shall be corrected and repaired by the Landscape Maintenance Contractor at his/her expense. This includes both reseeding areas damaged by tractor tracks when mowing is conducted at an inappropriate time, as determined by the Owner or his/her agent, and replacement of any plants, landscape, or other amenities on the site when damaged by the Contractor's equipment, materials or agents(s).

1.2 INSURANCE

A. Contractor shall provide to the Owner, at his own expense, evidence of adequate Workers' Compensation, General Liability and Property Damage Liability, subject to approval of the Owner.

1.3 CLEAN UP

A. All debris, tools, surplus materials, equipment, etc., shall be removed after each regular visit from the maintenance crew. The site shall be left in a neat, acceptable condition such as to meet the approval of the Owner.

1.4 LICENSE REQUIREMENTS

A. Pesticide: The Contractor shall be a licensed pesticide applicator or employ a licensed certified pesticide applicator for the treatment of insects and diseases of vegetation by the Texas Pesticide Use and Application Regulations of the Texas Department of Agriculture. The Owner may require documentation of such certification as necessary for his records.

B. Herbicide: The Contractor shall possess a permit or employ a person who possesses a permit to apply herbicide if required by the Texas Pesticide Use and Application Act of the Texas Department of Agriculture. The Owner may require documentation of such certification as necessary for his records.

C. Irrigation: The Contractor shall possess an irrigator's license issued by the State of Texas or employ such a licensed irrigator to perform the irrigation system maintenance. The irrigation system shall be maintained under the supervision of the licensed irrigator who shall be on site at all times during the work.

The Owner may require documentation of such licenses for his records. The Contractor shall verify and adhere to the requirements and codes of any controlling utility authorities.

2.1 PRODUCTS

2.1.1 COMMERCIAL FERTILIZER

A. Complete fertilizer, uniform with composition, dry and free flowing, delivered to site in original unopened containers, each bearing manufacturer's guaranteed statement of analysis.

1. Turf at 15-5-10 analysis.

2. Turf at 21-0-4 analysis.

3. Trees at 32-7-7 analysis (Injecto-Feed).

4. Trees at 0-4-4 analysis (Agri-Plex).

2.2 SOIL FERTILITY TEST

A. The Contractor will be required to furnish the Owner with two (2) soil fertility reports including corrective recommendations.

B. The exact location of each soil sample taken will be provided by the Landscape Architect or Owner.

C. Soil fertility testing will be conducted by a laboratory specializing in this type of testing and approved by the Landscape Architect or Owner.

2.3 MULCH

A. Partially decomposed dark brown, fine shredded hardwood bark mulch, reference plans for type.

2.4 WATER

A. Water will be supplied by the Owner.

2.5 PLANT REPLACEMENT

A. It will be the responsibility of the Landscape Maintenance Contractor to replace any and all plant material that is dead or damaged due to non-performance of the contracted scope of work, un-supervised personnel or un-supervised subcontractors.

2.6 PESTICIDES AND HERBICIDES

A. Pesticides and herbicides shall be of the type that is commercially available.

3.1 EXECUTION

A. Install piping and wiring in sleeves under sidewalks and paving per the drawings.

B. Provide minimum cover over top of underground piping according to the following:

1. Irrigation Main Piping: Minimum depth of 18 inches.

2. Lateral Piping: 12 inches.

3. Sleeves: 18 inches.

C. Place and compact initial backfill of satisfactory soil, free of particles larger than 1 inch in any dimension, to a height of 12 inches over the lateral and manline pipes. Place and compact final backfill of satisfactory soil to final subgrade elevation.

3.2 PIPING APPLICATIONS

A. Underground Irrigation Main Piping: As indicated on plans, socket fittings; and solvent-cemented joints per the drawings.

B. Lateral Piping: Class 200 PVC pipe and socket fittings per the drawings and details.

C. Sleeves: Schedule 40 PVC pipe and socket fittings; and solvent-cemented joints.

3.3 VALVE APPLICATIONS

A. Control Valves: Per the drawings.

3.4 INSTALLATION

A. Newly Graded Topsoil: Finish grade by removing stones larger than 1 inch in any dimension and sticks, roots, rubbish, and other extraneous matter and legally dispose of them at Owner's property.

B. Sod Spacing: Apply fertilizer in recommended rates from soil test, then fill into 4" existing soil to prepare turf areas.

C. Finish Grading: Grade planting areas to a smooth, uniform surface plane with loose, uniformly fine texture. Grade to within plus or minus 1/2 inch of finish elevation. Roll and rake, remove ricks, and fill depressions to meet finish grade. Limit finish grading to areas that can be planted in the immediate future.

D. Seeding prepared lawn areas before planting if soil is dry. Water thoroughly and allow surface to dry before planting. Do not create muddy soil.

E. Before planting, restore areas if eroded or otherwise disturbed after finish grading.

3.2 SOIL INSTALLATION

A. Sod: Roll sod over the areas identified on the plans with staggered joints. Use a manual roller drum following first watering. Use fine sand to fill joints and re-roll after the first week of watering. Any settling in areas of trenches, or other areas will not be accepted until a smooth, evenly draining slope is obtained.

3.5 FIELD QUALITY CONTROL

A. Perform the following field tests and inspections and prepare test reports:

1. Leak Test: After installation, charge system and test for leaks. Repair leaks and retest until no leaks exist.

2. Operational Test: After electrical circuitry has been energized, operate controllers and automatic control valves to confirm proper system operation.

3. Test and adjust controls and solenoids. Replace damaged and malfunctioning controls and equipment.

B. Remove and replace units and re-inspect as specified above.

3.6 ADJUSTING

A. Adjust settings of controllers.

B. Adjust automatic control valves to provide flow rate of rated operating pressure required for each sprinkler circuit.

C. Adjust sprinklers so they will be flush with, or not more than 1/2 inch above, finish grade.

3.3 SEED INSTALLATION

A. Seeding in large open areas: Contractor shall seed at the rates per seed manufacturer.

B. Hydro-Mulch Cap: Apply over seed installed per 2.3.

C. Install in reinforced Channel Areas (Areas 3.1 or greater).

D. Temporary Irrigation

1. The contractor shall utilize temporary irrigation by any method approved by the Owner's Representative on the condition that planting establishment and acceptance is the sole responsibility of the Contractor.

2. The Irrigation Plan identifies areas that are to receive vegetation and temporary watering for establishment. Fire hydrants area located on the plan for water access.

3.4 LAWN MAINTENANCE

A. Maintain and establish lawn by watering, fertilizing, weeding, mowing, trimming, replanting, and other operations. Roll, re-grade, and replant bare or eroded areas and re-mulch to produce a uniformly smooth lawn. Provide materials and installation the same as those used in the original installation.

B. Mow sod for maintenance. Mow lawn one time as soon as top growth is tall enough to cut.

C. Mow seeded areas once when average height reaches 12" inches, down to a height of 6" inches.

3.5 SATISFACTORY TURF

A. Satisfactory Sod: Fully rolled, evenly colored sod without visible soil joints that has been mowed at least twice.

B. Use specified materials to reestablish lawns that do not comply with requirements and continue maintenance until lawns are satisfactory.

C. Satisfactory Seeded Areas: A healthy, uniform, close stand of grass has been established, free of weeds and surface irregularities, with coverage exceeding 90 percent over any 10 sq. ft. and bare spots not exceeding 8 by 8 inches, or city standard (>70% uniform cover) that has been mowed at least twice. Use specified materials to reestablish lawns that do not comply with requirements and continue maintenance until lawns are satisfactory.

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

329200 - TURF AND GRASSES

1.1 GENERAL

1.1.1 SUMMARY

A. Section Includes:

1. Soil Preparation.

2. Sod.

3. Seed.

4. Hydro-mulch.

5. Temporary Irrigation.

1.2 DEFINITIONS

A. Finish Grade: Elevation of finished surface of planting soil.

B. Planting Soil: Native or imported topsoil, manufactured topsoil, or surface soil modified to become topsoil, mixed with soil amendments.

C. Subgrade: Surface or elevation of subsoil remaining after completing excavation, or top surface of a fill or backfill immediately beneath planting soil.

D. Subsoil: All soil beneath the topsoil layer of the soil profile, and typified by the lack of organic matter and soil organisms.

5. Irrigation specialties.

B. Operation and maintenance data.

1.3 SUBMITTALS

A. Any deviation from this specification and drawings must be approved in writing by the Owner via submittal.

1. Certification of seed source.

2. Certification of seed source.

3. Soil Test Results.

1.4 QUALITY ASSURANCE

A. Installer's Field Supervision: Require installer to maintain an experienced full-time supervisor on Project site when planting is in progress.

B. Topsoil Analysis: Contractor shall furnish soil analysis from (2) locations of stockpiled existing topsoil to be re-used on site. If imported topsoil is proposed, a soil analysis shall be provided from the source material as well. Test shall be performed by a qualified soil-testing laboratory, such as the Texas A&M Extension service.

1. Test Type: Report suitability of topsoil for Turf Grass. State recommended quantities on nitrogen, phosphorus, and potash nutrients and soil amendments to be added to produce satisfactory topsoil.

1.5 MAINTENANCE SERVICE

A. Initial Lawn Maintenance Service: Provide full maintenance by skilled employees of landscape installer. Maintain as required in Part 3. Begin maintenance immediately after each area is planted and continue until acceptable lawn is established, but for not less than the following periods:

1. Seeded Lawns: 30 days from date of Substantial Completion.

2. Seeded Lawns: 40 days from date of Substantial Completion.

2.1 SOD

A. Sod per the planting schedule.

2.2 SEED

A. Seed per the planting schedule.

2.3 HYDRO-MULCH CAP

A. Per Matrix by Profile, or approved equal. Application rate per manuf.

2.4 TOPSOIL

A. Topsoil: On site soil, stripped prior to mass grading, or imported meeting criteria herein.

1. Clean surface soil of roots, plants, sod, stones, clay lumps, and other extraneous materials harmful to plant growth. If disposed topsoil is insufficient in quantity or quality, the contractor shall import, at no additional expense, sufficient soils to bring the site planting to the required elevations.

2. Minimum profile for all areas to receive seed.

2.5 COMPOST

A. Compost: well-composted, stable, and weed-free organic matter, ph range of 5.5 to 8; moisture content 35 to 55 percent by weight; 100 percent passing through 1/4 inch sieve; soluble salt content of 5 to 10 decigrams/liter; Living Earth Compost or approved equal.

3.1 EXECUTION

3.1.1 LAWN PREPARATION

A. Newly Graded Topsoil: Finish grade by removing stones larger than 1 inch in any dimension and sticks, roots, rubbish, and other extraneous matter and legally dispose of them at Owner's property.

B. Sod Spacing: Apply fertilizer in recommended rates from soil test, then fill into 4" existing soil to prepare turf areas.

C. Finish Grading: Grade planting areas to a smooth, uniform surface plane with loose, uniformly fine texture. Grade to within plus or minus 1/2 inch of finish elevation. Roll and rake, remove ricks, and fill depressions to meet finish grade. Limit finish grading to areas that can be planted in the immediate future.

D. Seeding prepared lawn areas before planting if soil is dry. Water thoroughly and allow surface to dry before planting. Do not create muddy soil.

E. Before planting, restore areas if eroded or otherwise disturbed after finish grading.

3.2 SOD INSTALLATION

A. Sod: Roll sod over the areas identified on the plans with staggered joints. Use a manual roller drum following first watering. Use fine sand to fill joints and re-roll after the first week of watering. Any settling in areas of trenches, or other areas will not be accepted until a smooth, evenly draining slope is obtained.

3.3 SEED INSTALLATION

A. Seeding in large open areas: Contractor shall seed at the rates per seed manufacturer.

B. Hydro-Mulch Cap: Apply over seed installed per 2.3.

C. Install in reinforced Channel Areas (Areas 3.1 or greater).

D. Temporary Irrigation

1. The contractor shall utilize temporary irrigation by any method approved by the Owner's Representative on the condition that planting establishment and acceptance is the sole responsibility of the Contractor.

2. The Irrigation Plan identifies areas that are to receive vegetation and temporary watering for establishment. Fire hydrants area located on the plan for water access.

3.4 LAWN MAINTENANCE

A. Maintain and establish lawn by watering, fertilizing, weeding, mowing, trimming, replanting, and other operations. Roll, re-grade, and replant bare or eroded areas and re-mulch to produce a uniformly smooth lawn. Provide materials and installation the same as those used in the original installation.

B. Mow sod for maintenance. Mow lawn one time as soon as top growth is tall enough to cut.

C. Mow seeded areas once when average height reaches 12" inches, down to a height of 6" inches.

3.5 SATISFACTORY TURF

A. Satisfactory Sod: Fully rolled, evenly colored sod without visible soil joints that has been mowed at least twice.

B. Use specified materials to reestablish lawns that do not comply with requirements and continue maintenance until lawns are satisfactory.

C. Satisfactory Seeded Areas: A healthy, uniform, close stand of grass has been established, free of weeds and surface irregularities, with coverage exceeding 90 percent over any 10 sq. ft. and bare spots not exceeding 8 by 8 inches, or city standard (>70% uniform cover) that has been mowed at least twice. Use specified materials to reestablish lawns that do not comply with requirements and continue maintenance until lawns are satisfactory.

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

END OF SECTION

329310 - PLANTS (CONT.)

1.1 EXECUTION

1.1.1 EXAMINATION AND PREPARATION

A. Examine sub-grade and other related construction for defects that adversely affect Work.

B. Do not proceed until unsatisfactory conditions have been corrected.

C. Plant trees during normal seasons for such work in the project location and only when weather conditions are suitable.

D. Plant trees after final grades are established and prior to planting of lawns.

E. Additional soil amendments may be required per soil test results.

1.2 BED PREPARATION

A. When grassy or broadleaf weeds are present, spray with Roundup, a non-selective systemic herbicide, for 100% control. When Nut Sedge is present, spray with Manage, a selective post emergent herbicide, for 100% control. Application of post emergent herbicides to be performed by a licensed applicator.

B. Layout and stake beds for the Landscape Architect's approval prior to installation of steel edging and planting.

C. Excavate existing soil on beds as needed to allow for installation of the specified organic compost and mulch. Excavated materials will be removed from the site as required by the Landscape Architect and Owner.

D. IMPORTANT: Provide 4 inches of composted organic material in shrub and groundcover beds. E. Till to a depth of 8 inches.

F. Add additional fertilizer at 7 pounds per 1,000 square feet of bed area and apply prior to application of mulch.

G. The fertilizer type and rate specified herein are unless otherwise countermanded by the soil fertility test corrective recommendations, in which case they will be applicable.

H. Grade beds to allow for free flow of surface water to the bed edges and away from buildings. Beds will be mounded 2 inches to 3 inches and tapered at the edges to meet existing grade.

1.3 PLANTING

A. Trees

1. Plant trees in pits 3 times greater in diameter than root ball. Top 1/3 of backfill will be 20% compost mixed with 80% native soil. Bottom 2/3 of backfill will be 100% native soil. Carefully settle by watering to prevent air pockets.

2. Add fertilizer tablets at the rate of four (4) per 1 inch caliper for trees. Follow label directions for placement of tablets.

3. Carefully prune trees to remove dead and broken branches.

4. Place root ball in the center of the hole. Do not handle tree by the trunk to place in hole. Scarify and roughen sides of hole where glazed by mechanical excavation.

5. Make sure the root flare is 2 inches higher than the adjacent soil elevation. The top of the terminal roots at the outer edge of the root ball should be even with or slightly higher than the adjacent soil elevation. Set root ball on undisturbed soil.

1.4 PLANTING

A. To minimize transplant shock, plant decline, defoliation or loss to all balled and burlaped plants:

1. Apply Technical Concentrate and Plant Enhancer to plants 24 to 96 hours prior to digging or transplanting.

1.5 SUMMER DIGGING & TRANSPLANTING

A. To minimize transplant shock, plant decline, defoliation or loss to all balled and burlaped plants:

1. Apply Technical Concentrate and Plant Enhancer to plants 24 to 96 hours prior to digging or transplanting.

1.6 SUBSTANTIAL COMPLETION & PROJECT CLOSEOUT

A. A Certificate of Substantial Completion will be issued when the Work performed under the Contract has been reviewed and found, to the Landscape Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion thereof is also the date of commencement of applicable warranties as specified.

B. A list of items to be completed or corrected will be attached to the Certificate of Substantial Completion. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

C. The Contractor will complete or correct the Work on the list of items within a specific number of days as shown on the Certificate of Substantial Completion.

D. Upon completion and re-inspection of all corrected items listed, the Landscape Architect will recommend to the Owner that the work of this Section is ready for final acceptance.

1.7 QUALITY ASSURANCE

A. General: Comply with applicable Federal, state, county and local regulations governing landscape materials and work.

B. Installer Qualifications: The bidding company will specialize in landscape installation with 5 years documented experience. The contractor will staff the project with a competent superintendent and the necessary assistants as approved by the Landscape Architect. The superintendent will not be changed except with the consent of the Landscape Architect and Owner. The superintendent must have a minimum 5 years' experience with similar projects.

C. Personnel: Employ only experience personnel who are familiar with the required work. Provide adequate supervision by a qualified foreman.

1.8 GUARANTEE

A. Guarantee plants and trees for one year after date of Final Acceptance. Replace dead materials and materials not in vigorous, thriving condition as soon as weather permits and on notification by the Landscape Architect. Replace plants, including trees, which have partially died thereby damaging shape, size or symmetry.

B. Replace plants and trees with same kind and sizes as originally planted, at no cost to the Owner. At direction of the Landscape Architect, trees may be replaced at start of next year's planting or digging season. In such cases, remove dead trees immediately. Protect irrigation system and other piping, conduits or other work during replacement. Repair damage immediately.

1.9 PROGRESS MEETINGS

A. Contractor shall attend all progress meetings as requested by the Landscape Architect/Owner during installation.

1.10 QUANTITY VERIFICATION

A. The bidding contractor is responsible for the inclusion of all materials, labor, and equipment as outlined in the plans and specification. The plant list is provided to the bidding contractor as a convenience and the quantities are approximate.

B. VERIFICATION OF ALL QUANTITIES IS THE SOLE RESPONSIBILITY OF THE BIDDING CONTRACTOR. Any discrepancies must be reported to the Landscape Architect prior to submittal of bid.

C. The Contractor is required to install the specified type and quantity of composted organic material purchased from the specified supplier. Soil Building Systems will e-mail the Landscape Architect, as orders are being placed, for verification that the specified material, quantity and supplier are being used.

2.1 PLANTS

A. General: Plants shall be well-formed No. 1 grade or better nursery stock in accordance with requirements of reference standards, subject to the Landscape Architect's approval. Listed plant heights are from tops of plant balls to the nominal tops of plants.

B. Caliper: Trees 4 inches and less are measured 6 inches above top of root ball.

C. Trees connected to stakes at the nursery are not acceptable and will be rejected.

2.2 SOIL PREPARATION MATERIALS

A. Sandy Loam: Fertile, dark sandy loam free of rubble, stones, lumps, plant roots and reasonably free of weeds. Loam containing nut grass or Ballgrass shall be rejected.

B. Commercial Fertilizer: Complete fertilizer, uniform in composition, dry and free flowing. Deliver to site in original unopened containers, each bearing manufacturer's guaranteed statement of analysis. Leosol 14-14-14 landscape and ornamental fertilizer with micronutrients.

C. Composted Organic Material: Soil Building Systems -or- The Organic Recycler: Ph Balanced Compost with a pH of 5.5 to 6.5 and shall be free of treated or used lumber, pine bark or mushroom compost waste. 97% of the material shall pass through a 5 inch screen and 100% shall pass through a 7.5 inch screen.

2.3 MISCELLANEOUS MATERIALS

A. Crushed Rock: Washer, 7.5 inch to 1.5 inches in diameter.

B. Tree Staking: Arborguy @ (866) 272-6771.

1. Trees up to 4 inch caliper

NO.	REVISIONS	DATE

Kimley **Horn**

2800 N CENTRAL EXPRESSWAY, SUITE 400,
RICHARDSON, TX 75080
PHONE: 972-770-1300 FAX: 972-239-3820
WWW.KIMLEY-HORN.COM TX F-928
© 2025 KIMLEY-HORN AND ASSOCIATES, INC.

PRELIMINARY
NOT FOR CONSTRUCTION PURPOSES

Kimley **Horn**

REGISTERED PROFESSIONAL ENGINEER
STATE OF TEXAS, LICENSE NO. 107111
DATE: OCTOBER 2025

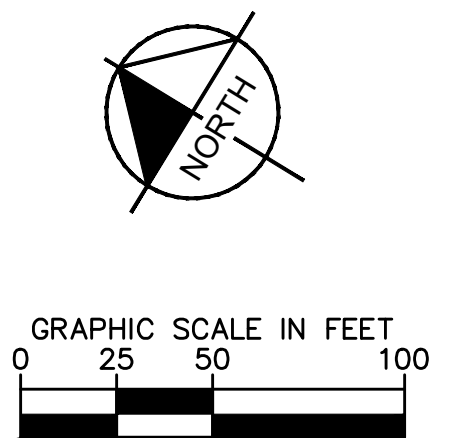
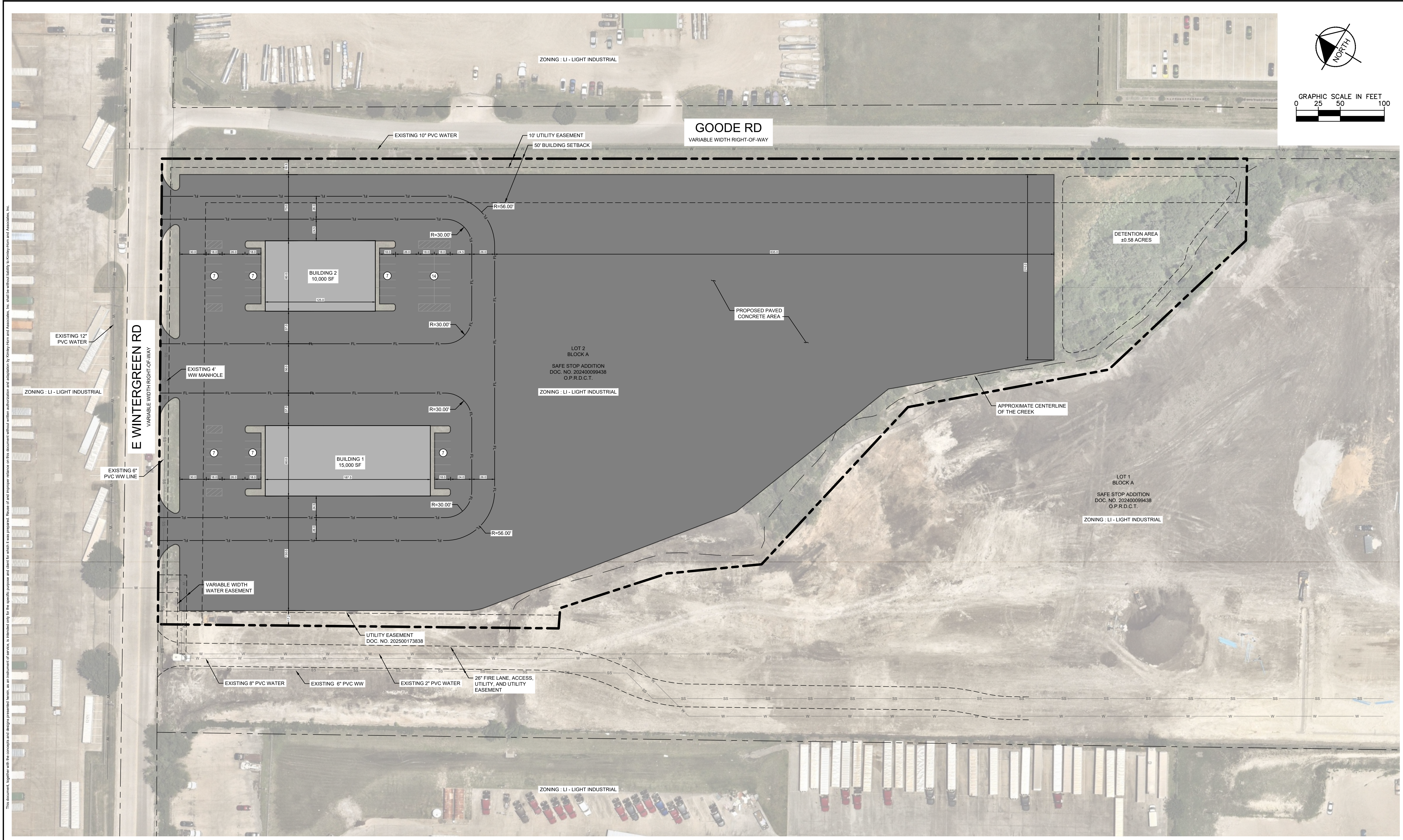
KHA PROJECT	068181002
DATE	OCTOBER 2025
SCALE	AS SHOWN
DESIGNED BY	NJA
DRAWN BY	NJA
CHECKED BY	DPG

FOUNDRY HUTCHINS
PREPARED FOR
FOUNDRY COMMERCIAL

HUTCHINS TEXAS

SITE PLAN

SHEET NUMBER
SP-1



LEGEND	
PROPERTY LINE	---
FIRE LANE	FL --- FL
EASEMENT LINE	---
EXISTING WATER LINE	W --- W
EXISTING WASTEWATER LINE	SS --- SS
PARKING COUNT	⑦

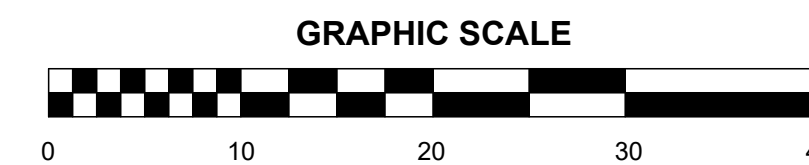
- NOTES**
- DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
 - ALL CURBS ARE 6" IN HEIGHT UNLESS OTHERWISE NOTED.
 - ALL CURBS ARE 3" IN RADIUS UNLESS DIMENSIONED OTHERWISE.
 - REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
 - CONTRACTOR TO ADJUST EXISTING SANITARY SEWER MANHOLES, STORM SEWER MANHOLES, ELECTRICAL MANHOLES, FIRE HYDRANTS, VALVE BOXES, WATER METERS, ETC. TO MATCH PROPOSED FINISHED GRADES IF NECESSARY.
 - ALL PARKING SHOWN IS 9.0' X 18.0' UNLESS OTHERWISE NOTED.

PARKING TABLE SUMMARY	
PROPOSED BUILDING AREA	25,000 SF
PROPOSED AUTO PARKING	56 SPACES
REQUIRED AUTO PARKING	25 SPACES
-1 SPACE PER 1,000 SF	

WARNING: EXISTING UTILITIES SHOWN ARE BASED ON AVAILABLE RECORD DRAWINGS AND ABOVE GROUND FIELD SURVEY DATA. THEREFORE THERE MAY BE UTILITIES PRESENT THAT ARE NOT SHOWN ON THESE CONSTRUCTION PLANS. CONTRACTOR TO FIELD VERIFY PRESENCE AND EXACT LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION AND USE CAUTION DURING CONSTRUCTION. NOTIFY ENGINEER AND OWNER OF ANY DISCREPANCIES.

811 Know what's below.
Call before you dig.

IMAGES: N/A; DATE: 09/22/2025; USER: 1431010001; LAYOUT: 100; VERT: 1000; PLOT: 1000; PLOT BY: ANE/RAJAN; PLOT DATE: 10/20/2025 10:02 AM; PLOT SCALE: 1/8"=1'-0"; PLOT SHEET: 1 OF 1; PLOT TITLE: SITE PLAN; PLOT USER: ANE/RAJAN; PLOT DATE: 10/20/2025 10:02 AM; PLOT SCALE: 1/8"=1'-0"; PLOT SHEET: 1 OF 1; PLOT TITLE: SITE PLAN; PLOT USER: ANE/RAJAN



15,000 SQ.FT. BUILDING
WINTERGREEN INDUSTRIAL
HUTCHINS, TEXAS
10/17/25



PROPERTY DESCRIPTION

BEING a tract of land situated in the William H. Shelton Survey, Abstract No. 1292, Dallas County, Texas, and being all of Lot 2, Block A, Safe Stop Addition, an addition to the City of Hutchins, according to the plat recorded in Instrument No. 202400099438, Official Public Records of Dallas County, Texas, and being more particularly described as follows:

BEGINNING at the north corner of said Lot 2, at the intersection of the southeast right-of-way line of Wintergreen Road (a variable width right-of-way) and the southwest right-of-way line of Goode Road (a variable width right-of-way);

THENCE South 30°53'14" East, with said southwest right-of-way line of Goode Road, a distance of 1,232.15 feet to a point for the southeast corner of said Lot 2 and a north corner of Lot 1, Block A of said Safe Stop Addition;

THENCE with the common line of said Lots 1 & 2, the following courses and distances:

South 59°53'00" West, a distance of 93.10 feet to a point for corner;

North 74°07'48" West, a distance of 213.92 feet to a point for corner;

North 41°28'02" West, a distance of 231.95 feet to a point for corner;

North 77°56'29" West, a distance of 243.91 feet to a point for corner;

North 36°27'27" West, a distance of 107.83 feet to a point for corner;

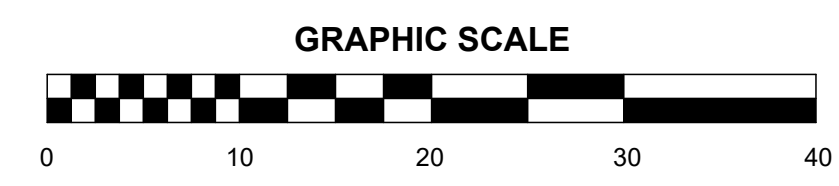
North 48°49'40" West, a distance of 127.50 feet to a point for corner;

South 63°43'39" West, a distance of 23.14 feet to a point for corner;

North 30°17'48" West, a distance of 455.04 feet to a north corner of said Lot 1 and the west corner of said Lot 2 and in said southeast right-of-way line of Wintergreen Road;

THENCE North 59°36'47" East, with said southeast right-of-way line of Wintergreen Road, a distance of 528.93 feet to the **POINT OF BEGINNING** and containing 498,256 square feet or 11.4384 acres of land.

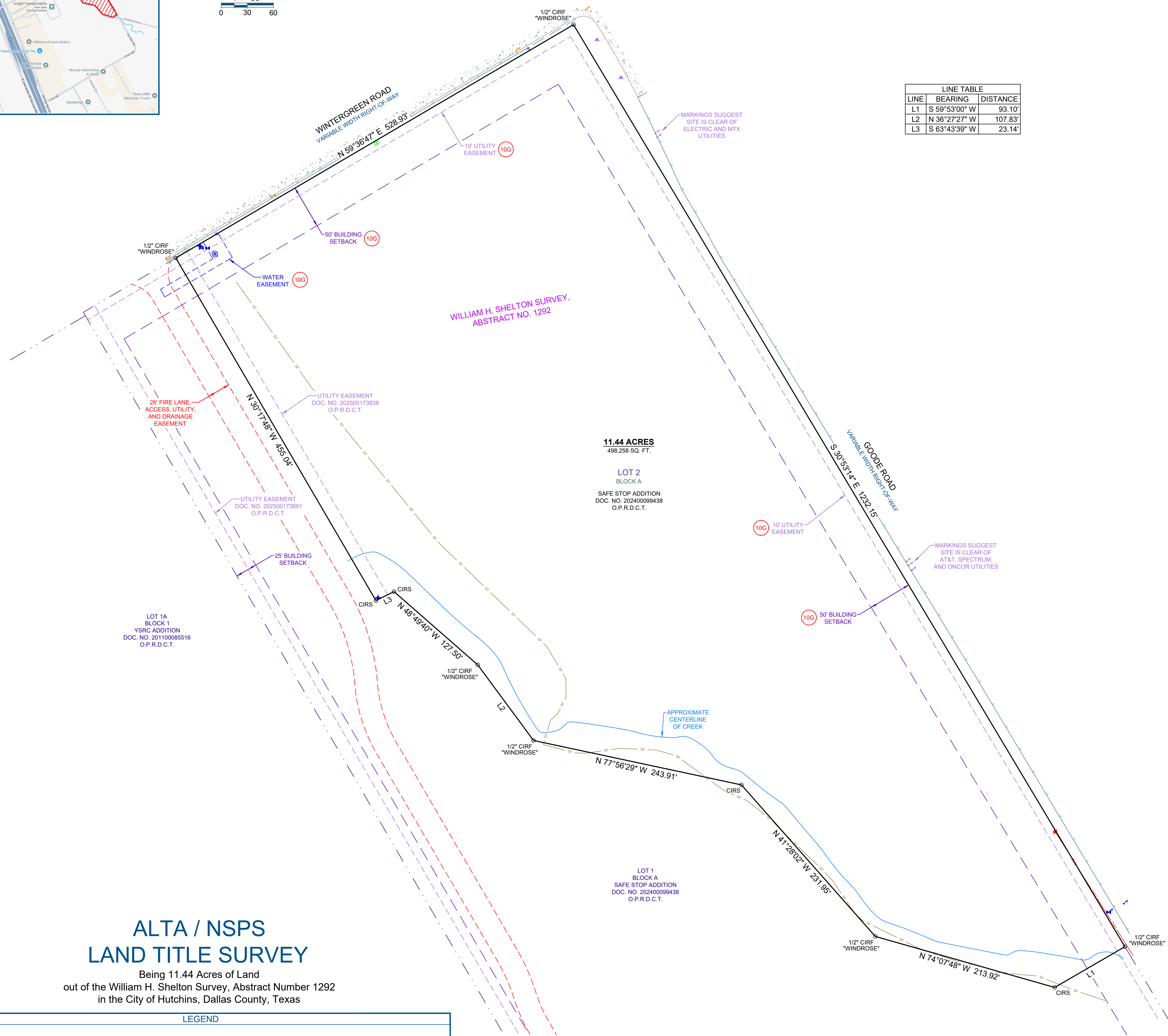
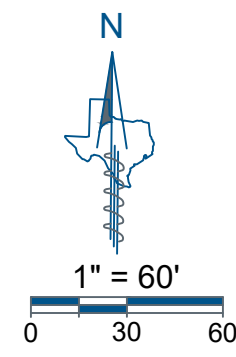
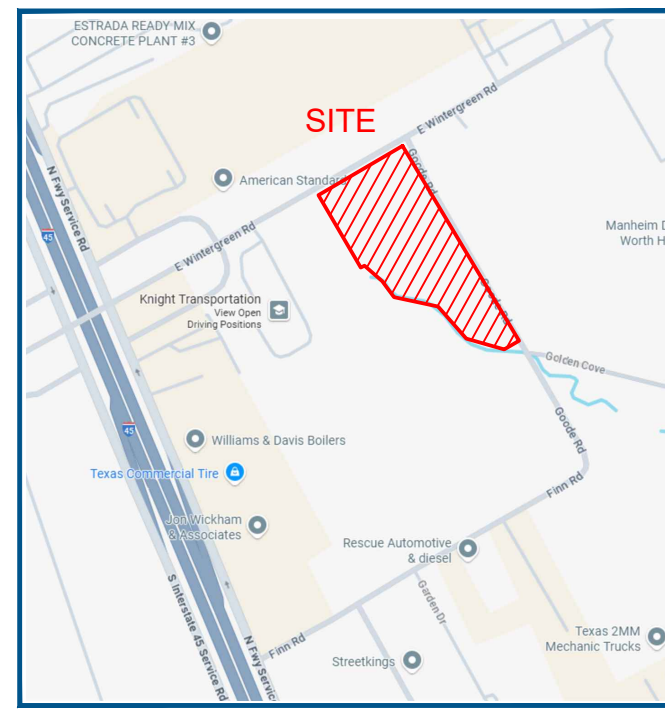
This document was prepared under 22 TAC §138.95, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.



10,000 SQ.FT. BUILDING
WINTERGREEN INDUSTRIAL
HUTCHINS, TEXAS
10/17/25



VICINITY MAP
NOT TO SCALE



LINE	BEARING	DISTANCE
L1	S 59°53'00" W	93.10'
L2	N 36°27'27" W	107.83'
L3	S 63°43'39" W	23.14'

11.44 ACRES
498,258 SQ. FT.

LOT 2
BLOCK A
SAFE STOP ADDITION
DOC. NO. 202400099438
O.P.R.D.C.T.

LOT 1A
BLOCK 1
YSRC ADDITION
DOC. NO. 201100085516
O.P.R.D.C.T.

LOT 1
BLOCK A
SAFE STOP ADDITION
DOC. NO. 202400099438
O.P.R.D.C.T.

LEGAL DESCRIPTION

BEING Lot 2, Block A of SAFE STOP ADDITION, an Addition to the City of Hutchins, Dallas County, Texas, according to the Plat thereof recorded in ccf# 202400099438, Real Property Records, Dallas County, Texas

FLOOD NOTE

This property is located in **Non-shaded Zone "X"** as scaled from the F.E.M.A. Flood Insurance Rate Map dated July 07, 2014 and is located in Community Number 480179 as shown on Map Number 48113C0514L. The location of the Flood Zone is approximate. For additional information regarding Flood Zone designation, contact 1-(877) FEMA MAP.

SCHEDULE B EXCEPTIONS OF COVERAGE

Subject to the easements per Schedule "B" of the title commitment provided by First American Title Guaranty Company with G.F. No. 1011-414837-RTT as listed:

- 10g. The following easements and/or building lines, as shown on plat recorded in ccf# 202400099438, Real Property Records, Dallas County, Texas.
 - 50' building lines;
 - 10' utility easements;
 - Variable width water easement
- AFFECTS AS SHOWN**

GENERAL NOTES

- Eagle Surveying, LLC did not abstract the subject property. This survey was based on a legal description provided by First American Title Guaranty Company with G.F. No. 1011-414837-RTT, an effective date of June 30th, 2025, and issued date of July 11th, 2025. This survey is only valid for G.F. No. 1011-414837-RTT. Eagle Surveying, LLC does not intend to express an opinion regarding ownership or title of the subject property.
- This survey is being provided by Eagle Surveying, LLC solely for the use of the parties to whom the survey is certified and no license has been created, express or implied to copy the survey except as necessary in conjunction with this transaction.
- Underground utility locations, if shown on this survey, are approximate and are based on above-ground evidence and utility markings. The surveyor makes no representation that underground utility locations are in the exact location indicated, but does certify that they are located as accurately as is reasonably practicable from the information provided and observed in the field.
- There was no visible evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.
- This site is undeveloped, therefore no parking spaces were observed in the process of conducting the fieldwork.
- Eagle Surveying, LLC has not been provided any documentation regarding proposed changes in street right-of-way lines, furthermore there was no visible evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.
- There were no visible encroachments or overlapping of improvements observed except as shown hereon.
- There were no buildings observed on the subject property in the process of conducting the fieldwork.
- No substantial features were observed in the process of conducting the fieldwork except as shown hereon.
- Eagle Surveying, LLC has not been provided a zoning report or letter at the time this survey was prepared.
- All building lines, setbacks, and easements shown hereon are by Document Number 202400099438, O.P.R.D.C.T., unless noted otherwise.
- The bearings shown on this survey are based on GPS observations utilizing the AllTerra RTK Network, North American Datum of 1983 (Adjustment Realization 2011).
- Elevations shown on this survey are based on GPS observations utilizing the AllTerra RTK Network, North American Vertical Datum of 1988 (Geoid 18).
- All Capped Iron Rods Set are 1/2 inch with green plastic cap stamped "EAGLE SURVEYING".

ALTERATIONS AND ERRORS

This survey is the work product of the signing surveyor and may not be altered or modified in any manner, except by the signing surveyor. Any alteration or modification performed to this survey by any party except for the signing surveyor will be prosecuted to the fullest extent of the law. The surveyor will not be responsible to the client for any typos or errors for which a correction is not requested by the client within thirty days following the issuance of this survey.

SURVEYORS CERTIFICATION

To First American Title Guaranty Company, Republic Title of Texas, Inc., and 725 E. Wintergreen, LLC, a Texas limited liability company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 6(b), 7(a), 8, 9, 16, 17 & 18 of Table A thereof. The fieldwork was completed on July 12th, 2025.

This map or plat was prepared on _____

PRELIMINARY
this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document

Caleb McCanlies
R.P.L.S. # 7036

**ALTA / NSPS
LAND TITLE SURVEY**

Being 11.44 Acres of Land
out of the William H. Shelton Survey, Abstract Number 1292
in the City of Hutchins, Dallas County, Texas

LEGEND

Power Pole	Water Vault	Sign	CIRS	Silt Fence
Utilities Clear Mark	Water Valve	Concrete	Capped Iron Rod Found	Overhead Utilities
Gas Utility Mark	Fire Hydrant	Boundary Monument	DOC. NO.	Edge of Asphalt
Sanitary Manhole	Water Utility Mark		O.P.R.D.C.T.	

JOB NUMBER	2507.005
DATE	07-22-2025
REVISION	08-22-2025
DRAWN BY	SDH



Eagle Surveying, LLC
222 South Elm Street
Suite: 200
Denton, TX 76201
940.222.3009
www.eaglesurveying.com
TX Firm # 10194177

PROPERTY ADDRESS
725 E WINTERGREEN RD
HUTCHINS, TX



STAFF REPORT

MEETING DATE:	January 20, 2026
MEETING TYPE:	City Council
SUBMITTED BY:	James Quin
AGENDA CAPTION:	Discuss and consider A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE TERMS AND CONDITIONS OF A MASTER LEASE AGREEMENT BETWEEN THE CITY AND WILLIAMS SCOTSMAN, INC. ("WILLSCOT") FOR THE LEASE OF TWO (2) 60X12 PORTABLE BUILDINGS TO PROVIDE TEMPORARY OFFICES AND FACILITIES FOR THE USE BY THE PUBLIC WORKS DEPARTMENT UNTIL THE NEW PUBLIC WORKS BUILDING IS CONSTRUCTED FOR A PERIOD OF TWO (2) YEARS FOR A COST NOT TO EXCEED \$146,808.88; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: James Quin, City Administrator

Background Information

The City is looking to lease (2) 60x12 Portable Buildings for the Public Works Department. This will be a 2 year lease with the option to extend the lease if needed.

The City Staff has solicited proposals from 3 different companies and has chosen to go with Willscot. They included a professional office package and lunchroom package in their proposal and also washer and dryer connections.

The purpose of the 2 portables is to provide temporary offices and facilities to use until a new Public Works building is constructed. The existing building is too small and is in need of many repairs. The Portable Buildings will provide a safe and sanitary work environment and provide adequate office space and conference areas necessary to support department operations.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

The City Attorney approved the resolution.

Staff Recommendation

Staff recommends that the City Council approval the demolition of the car wash and Authorize the City to award the contract to the lowest responsible bidder.

Supporting Documentation and Attachments

- 1. Resolution
- 2. Contract
- 3. Visuals of Modular Buildings and Packages

**CITY OF HUTCHINS, TEXAS
RESOLUTION NO. R 2026-01-1318**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE TERMS AND CONDITIONS OF A MASTER LEASE AGREEMENT BETWEEN THE CITY AND WILLIAMS SCOTSMAN, INC. (“WILLSCOT”) FOR THE LEASE OF TWO (2) 60X12 PORTABLE BUILDINGS TO PROVIDE TEMPORARY OFFICES AND FACILITIES FOR THE USE BY THE PUBLIC WORKS DEPARTMENT UNTIL THE NEW PUBLIC WORKS BUILDING IS CONSTRUCTED FOR A PERIOD OF TWO (2) YEARS FOR A COST NOT TO EXCEED \$146,808.88; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Hutchins has been presented with a proposed Master Lease Agreement for the lease of two (2) 60X12 Portable Buildings for use by the Public Works Department until the new Public Works Building is constructed for a period of two (2) years for a cost not to exceed \$146,808.88 (the “Lease Agreement”); and

WHEREAS, the City Council of the City of Hutchins finds it in the best interest of the City to authorize the City Administrator to execute the Lease Agreement, attached hereto as Exhibit “A,” on behalf of the City of Hutchins.

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

SECTION 1. The City Administrator is authorized to negotiate and execute the Lease Agreement, attached hereto and incorporated herein as Exhibit “A,” and all related documents thereto on behalf of the City of Hutchins.

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 20th day of January 2026.

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary
(01-09-2026: 4916-2847-8087, v. 1)

EXHIBIT "A"
Master Lease Agreement

4916-2847-8087, v. 1



Your Sales Representative
Juan Ramirez

juan.ramirez2@willscot.com

Agreement No

Section E, Item2.

Revision: 3

Date: 12/9/2025

Expiration Date: 12/18/2025

Master Lease Agreement and Order

Lessee: City of Hutchins 321 N Main St Hutchins, TX 75141	Contact: Blake Moore 321 N Main St Hutchins, TX 75141, US Phone: 9722256121 Email: bmoore@cityofhutchinstx.gov	Ship To Address: 600 W Hickman St Hutchins, TX 75141, US Estimated Delivery Date :1/5/2026
---	--	---

Rental Pricing Per Billing Cycle	Quantity	Price	Extended
60x12 Mobile Office or Similar	1	\$ 1,255.00	\$ 1,255.00
Air Purifier	1	\$ 70.00	\$ 70.00
Professional Office Package	2	\$ 72.00	\$ 144.00
Personal Property Expense	1	\$ 62.75	\$ 62.75
Restroom - Standard	2	\$ 25.00	\$ 50.00
Professional Lunchroom Package	1	\$ 166.00	\$ 166.00
Loss Damage Waiver (11/12)	1	\$ 175.00	\$ 175.00
Prof. Entrance - Steps w/ Canopy	2	\$ 97.00	\$ 194.00
Window/Door Security Bundle - 40ft & Greater	1	\$ 76.00	\$ 76.00
Data Hub - Rental	1	\$ 77.00	\$ 77.00
Minimum Lease Billing Period: 24	Total Recurring Building Charges:		\$ 1,255.00
Billing Cycle : 28 days	Subtotal of Other Recurring Charges:		\$ 1,014.75
Total Recurring Charges Per Billing Cycle:			\$ 2,269.75
Total Recurring Charges Per Billing Cycle Including Estimated Taxes:			\$ 2,451.89

Estimated Delivery And Installation

Delivery - 12' wide	1	\$ 975.00	\$ 975.00
Fuel Surcharge Delivery	1	\$ 224.25	\$ 224.25
Return - 12' wide	1	\$ 975.00	\$ 975.00
Fuel Surcharge Return	1	\$ 224.25	\$ 224.25
Essentials Delivery Charge	1	\$ 10.00	\$ 10.00
Standard Setup and Anchor	1	\$ 1,588.00	\$ 1,588.00
Standard Knockdown	1	\$ 953.00	\$ 953.00
Modification to Unit L	1	\$ 6,300.00	\$ 6,300.00
Modification to Unit M	1	\$ 2,200.00	\$ 2,200.00
Total Delivery and Installation Charges:			\$ 13,449.50
Total Delivery and Installation Charges Including Estimated Taxes:			\$ 14,559.08

Estimated Final Return Charges*

Due On Final Invoice*:		\$ 0.00
Due On Final Invoice Including Estimated Taxes*:		\$ 0.00
Total Including Recurring Billing Charges, Delivery, Installation and Return**:		\$ 67,923.50
Total Including Recurring Billing Charges, Delivery, Installation and Return Including Estimated Taxes**:		\$ 73,404.44

Summary of Charges

Model: 60x12 Mobile Office or Similar	Quantity: 2	Total Charges for (2) Building(s): \$ 135,847.00
		Total Charges for (2) Building(s) Including Estimated Tax: \$ 146,808.88



Your Sales Representative
Juan Ramirez

juan.ramirez2@willscot.com

Agreement No. Section E, Item 2.

Revision: 3

Date: 12/9/2025

Expiration Date: 12/18/2025

Master Lease Terms & Conditions

1. This Master Lease Agreement shall apply to any Order between Williams Scotsman, Inc. and/or any affiliate ("Lessor") and City of Hutchins ("Lessee") for any Equipment as defined below ("Agreement"). This Agreement and any Order governs Lessee's use of Lessor's Equipment. By (1) signing this Agreement, (2) executing an Order that references this Agreement, (3) taking delivery of the Equipment, or (4) other commercially acceptable methods of acceptance, Lessee agrees to the terms of this Agreement.

2. Definitions

a. "Delivery Date" shall be defined as the date the Equipment was physically delivered. Within 48 hours of delivery, Lessee shall inspect the Equipment and notify Lessor in writing of any defects. Lessee must contact Lessor to relocate any Equipment and obtain Lessor's written consent prior to doing so. Lessee shall pay Lessor's relocation rates if the Equipment is moved without Lessor's written consent. Lessee acknowledges that delivery of Equipment may be in parts and not all at once.

b. "Equipment" means products leased from Lessor, which include Storage Containers, Refrigerated Storage Containers, Ground Level Offices ("GLO"), Modular Equipment, FLEX offices, Blast Resistant products, ancillary products and essentials, Additional Rental Equipment, and any additional products or services available for Lease from Lessor at the time of an Order. Any Lease for Equipment such as an Over the Road Trailer, Temporary Structure or other Equipment may be subject to an Addendum or Equipment specific terms and conditions. Lessee agrees Equipment shall not be used for residential occupancy.

c. "Lease" is defined as any Order for the Lease of Equipment by Lessee from Lessor.

d. "Lessee" means in the case of an individual accepting this Agreement on his or her own behalf, such individual, or in the case of an individual accepting this Agreement on behalf of a company or other legal entity, the company or other legal entity for which such individual is accepting this Agreement, and affiliates of that company or entity (for so long as they remain affiliates), which have entered into an Order.

e. "Order" means a WillScot document or online Order forming an individual Lease, specifying the Equipment to be provided hereunder that is entered into between Lessee and Lessor or any of their affiliates, including any addenda and supplements thereto. By entering into an Order hereunder, the Lessee or its affiliate agree to be bound by the terms of this Agreement as if it were an original party hereto.

3. Lessee is responsible for all site conditions, use permits, and applicable Fees, and maintains sole responsibility for site selection, which shall be a flat, firm and open space, and prepared prior to Equipment Delivery as set forth in the Site Suitability Addendum, incorporated herein by reference.

4. If delivery of the Equipment is delayed through no fault of Lessor for a period of more than thirty (30) days from the confirmation date set forth in the Order, Lessee shall pay Lessor a storage fee equal to 50% of the Total Lease Charges for each thirty (30) day period of delay, or portion thereof, until the Equipment is delivered, in addition to any other Lease payments, charges and Fees due. Any such storage fees shall not affect commencement of the Minimum Lease Term.

5. Lessee is responsible to inspect and maintain the Equipment in good condition. Lessee shall use the Equipment in accordance with and be responsible for all maintenance as set forth in the Williams Scotsman Service Guide and/or any instructions contained in or on the Equipment.

6. Lessee shall maintain commercially reasonable insurance limits covering the Equipment's replacement cost. Lessee may obtain insurance for their contents at their discretion or can elect to participate in an optional third-party Contents Insurance Program provided through Lessor for a fee. Optional coverage programs offered to Lessee include General Liability, Loss Damage Waiver and Content Insurance. Details can be found at <https://www.willscot.com/the-essentials/insurance-and-waivers-package>.

7. Lessee shall provide no less than 15 days prior notice to schedule a pick-up date, and no less than thirty (30) days prior notice for any multi-floor Modular Equipment. Lessor shall not prorate any fraction of a Billing Cycle. Upon return, Lessee agrees to pay for all reasonable charges for cleaning, repair, and any damage beyond ordinary wear and tear. Lessee may have the option to pick-up and/or return certain Equipment, which shall be subject to signing an appropriate addendum.

8. LESSOR MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE AND LESSEE AGREES THAT IT HAS SOLELY DETERMINED THAT THE EQUIPMENT ARE SUITABLE FOR LESSEE'S INTENDED USE. LESSEE LEASES THE EQUIPMENT "AS IS, WITH ALL FAULTS."

9. Each Party agrees to defend, indemnify, and hold the other harmless for any third-party claim arising from the alleged conduct of the other Party under this Agreement. Neither Party shall be liable to the other Party for any special, punitive, exemplary, indirect or consequential damages, losses or damages for lost revenues or profits whether foreseeable or not, arising out of, or in connection with this Agreement.

10. This Agreement shall supersede and replace all prior documents and agreements between the Parties.

11. Lessee shall be solely liable for any and all applicable sales and use, lease or rental, excise, gross receipts, transaction privilege, value-added, goods and services, or similar transactional tax, levy duty or assessment imposed by a taxing authority ("Taxes"). Lessee shall pay or shall reimburse Lessor for any Taxes related to the Equipment.

12. Lessee's failure to make timely payments, filing of bankruptcy, abandonment of the Equipment or other failure to comply with this Agreement is a default, allowing Lessor to immediately terminate this Agreement, at which time Lessor has the right to pick-up and remove the Equipment upon reasonable notice or as required by law.

13. Lessee shall be solely liable for any and all applicable pass-through charges for costs associated with the Equipment including, but not limited to, ad valorem, real property, and ownership tax/personal property taxes, licensing and titling Fees, and any other expenses and/or third-party Fees associated with the Equipment ("Fees").

14. Except as otherwise stated herein, Lessor may amend the terms and conditions of this Agreement and such amended terms shall be effective thirty (30) days after notice is provided to Lessee. If Lessee does not object in writing to such amended terms before their effective date, such terms shall be deemed accepted. Lessee may not amend or assign this Agreement unless agreed to in writing by Lessor. Lessee may not sublet Equipment subject to this Agreement unless agreed to in writing by Lessor.

15. Lessee acknowledges this is a True Lease, and that ownership and title of any Equipment remains with Lessor, and Lessee has no right to ownership or to transfer or sell the Equipment.

16. In the event of any dispute over this Agreement, the Parties agree to waive a trial by jury and that venue shall be in the County or Parish where the Equipment was originally delivered.

17. To the extent permitted by applicable law, Lessee irrevocably and unconditionally authorizes Lessor to charge all amounts due under this Agreement to any credit card provided by Lessee.



Your Sales Representative
 Juan Ramirez
 juan.ramirez2@willscot.com

Agreement No. Section E, Item2.
 Revision: 3
 Date: 12/9/2025
 Expiration Date: 12/18/2025

Billing & Payment Terms

1. Lessor reserves the right to request Payment in advance of the Delivery Date, and Lessee may be required to make payment in advance to secure its performance of this Lease. Advance payments may include initial, final and/or recurring charges and will be applied to applicable invoices. Lessor reserves the right to charge an administrative fee for special billing requests.
2. Invoices will be generated on a 28 Day Billing Cycle, in advance, with payment due no later than Net 10 Days after invoice issuance.
3. AMOUNTS UNPAID WHEN DUE SHALL BE CHARGED INTEREST OF UP TO 1½% PER BILLING CYCLE OF THE UNPAID AMOUNT FOR THE PERIOD UNPAID, AND AN ADMINISTRATIVE CHARGE PER BILLING CYCLE THE INVOICE REMAINS UNPAID.
4. Initial Invoice Charges may include first and last Billing Cycle charges, delivery and installation charges, estimated charges for pick-up, teardown and Equipment removal, as well as any fuel surcharges. Final charges for pick-up, teardown and Equipment removal will be finalized at the time of pick-up based on existing site conditions. Upon the expiration of the Minimum Lease Term, the Lessor may make changes to the Lease rate, pick-up, teardown, removal, fuel surcharges and/or other charges.
5. The Initial Invoice will be issued on the earlier of the confirmation date or Delivery Date. In the event Lessee requests a delay to the delivery, as agreed to in the Confirmation, the Initial Invoice will be issued solely for the Equipment lease charges and a Storage Fee equal to 50% of the Lease, and all remaining Initial Invoice Charges will be invoiced on the Delivery Date. Lessee agrees that upon Termination prior to the Minimum Lease Term, Lessee shall pay the remaining payments for the unfulfilled Minimum Lease Term, and any applicable charges related to the Equipment, plus all return charges.

Optional Insurance and Optional Coverage

General Liability Insurance

If (a.) quoted on the pricing page(s) or (b.) initialed in the optional section of the pricing page(s), Customer elects to participate in the General Liability Insurance Program, whereby Lessee will receive insurance coverage through American Southern Insurance Company ("Insurer") and administered by Allen Insurance Group ("Agent"). The Lessee acknowledges and agrees that the policy issued by the Insurer is a third party liability policy that covers those amounts, subject to policy exclusions, that Lessee is legally obligated to pay due to bodily injury and property damage arising from the use and occupancy of Equipment leased from Lessor up to the policy limits. Coverage is subject to underwriting and specific terms and conditions and exclusions set forth in the policy. An outline of coverage is available upon request.

Loss Damage

If (a.) quoted on the pricing page(s) or (b.) initialed in the optional section of the pricing page(s), Lessee elects to participate in the Loss Damage Waiver Program. Lessee understands and agrees that under this program and subject to any exclusions, the Lessor waives, for a fee, Lessee's obligation to carry Commercial Property Insurance and Lessee's liability for repair or replacement of the Equipment leased from Lessor resulting in loss or damage. Please refer to the LOSS DAMAGE WAIVER PROGRAM ADDENDUM for specific details on coverage, exclusions and restrictions on coverage. The Loss Damage Waiver is not and shall not constitute a contract for insurance.

Contents Insurance

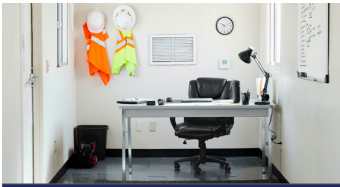
If (a.) quoted on the pricing page(s) or (b.) initialed in the optional section of the pricing page(s), Lessee elects to participate in the Contents Insurance Coverage Program, whereby Lessee will receive insurance coverage through Airpark Insurance ("Insurer") and administered by Falvey Insurance Group, Ltd. ("Falvey") as Managing General Agent of those Interested Underwriters at Lloyd's, London ("Agent"). The Lessee acknowledges and agrees that the policy issued by the Insurer is a third party property policy that, subject to policy exclusions, provides comprehensive contents coverage and adds an additional layer of protection for the stored contents up to the selected limit of coverage. Coverage is subject to underwriting and specific terms and conditions and exclusions set forth in the policy. An outline of coverage is available upon request.

Acceptance and Authority

Lessee represents and warrants they have the authority to agree to the terms and conditions stated in this Agreement by (1) signing this document, (2) executing an Order that references this Agreement, (3) taking delivery of the Equipment, or (4) other commercially acceptable means methods and, by doing so, this Agreement shall become legally binding. Lessor will consider the Order rejected if changes have been made to the Order by Lessee.

Lessee: City of Hutchins	
Signature:	Date:
Print Name:	Title:
PO#:	

Essentials Packages



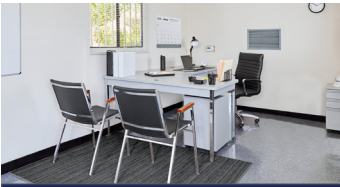
BASIC OFFICE PACKAGE

Standard Desk	1x
Manager's Chair	1x
Small White Board	1x
Floor Chair Mat	1x
Small Office Trash Can	1x
Over Door Coat Hook	1x
Expo Marker Kit	1x



PROFESSIONAL OFFICE PACKAGE

Standard Desk	1x
Luxhide Executive Chair	1x
Small White Board	1x
Floor Chair Mat	1x
Small Office Trash Can	1x
Over Door Coat Hook	1x
Stackable Side Chair	2x
3 Drawer Pedestal File Cabinet	1x
Office Supply Starter Kit	1x
Expo Marker Kit	1x



PREMIUM OFFICE PACKAGE

"L" Desk	1x
Luxhide Executive Chair	1x
Small White Board	1x
Floor Chair Mat	1x
Small Office Trash Can	1x
Over Door Coat Hook	1x
Stackable Side Chair	2x
3 Drawer Pedestal File Cabinet	2x
Office Supply Starter Kit	1x
Expo Marker Kit	1x



BASIC CONFERENCE PACKAGE

Folding Table	2x
Folding Chair	4x
Mini Refrigerator	1x
Coffee Pot	1x
Microwave	1x
Large White Board	1x
Large Trash Can	1x
Convenience Starter Kit	1x
Expo Marker Kit	1x



PROFESSIONAL CONFERENCE PACKAGE

Standard Desk / Table	2x
Manager's Chair	8x
Café Table	1x
Full Size Refrigerator	1x
Coffee Pot	1x
Microwave	1x
Large White Board	1x
Large Trash Can	1x
Convenience Starter Kit	1x



BASIC CAFÉ PACKAGE

Folding Table	1x
Mini Refrigerator	1x
Coffee Pot	1x
Microwave	1x
Large Trash Can	1x
Convenience Starter Kit	1x



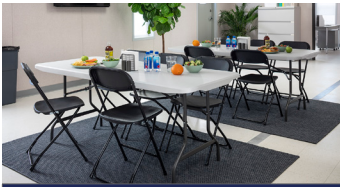
PROFESSIONAL CAFÉ PACKAGE

Café Table	1x
Full Size Refrigerator	1x
Coffee Pot	1x
Keurig	1x
Microwave	1x
Large Trash Can	1x
Convenience Starter Kit	1x



PLANNING PACKAGE

Drafting Table	1x
Drafting Stool	1x
Rolling Blueprint Rack	1x



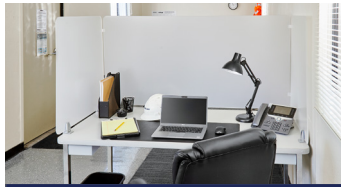
BASIC LUNCHROOM

Folding Table	2x
Folding Chair	10x
Large Trash Can	1x



PROFESSIONAL LUNCHROOM

Folding Table	5x
Folding Chair	20x
Full Size Refrigerator	1x
Coffee Pot	1x
Microwave	1x
Large White Board	1x
Large Trash Can	2x
Convenience Starter Kit	1x



FULL HEIGHT - BASIC WORKSTATION PACKAGE

Standard Desk	1x
Manager's Chair	1x
Floor Chair Mat	1x
Small Office Trash Can	1x
Surge Protector	1x
Large Privacy Shield (60" W)	1x
Small Rounded Privacy Shield (30" W)	2x
Large Modesty Panel (60" W)	1x



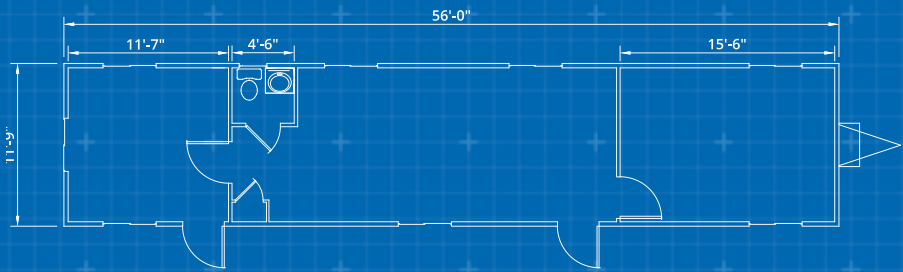
FULL HEIGHT - PROFESSIONAL WORKSTATION PACKAGE

"L" Desk	1x
Manager's Chair	1x
Floor Chair Mat	1x
3 Drawer Pedestal File Cabinet	1x
Small Office Trash Can	1x
Surge Protector	1x
Large Privacy Shield (60" W)	2x
Small Rounded Privacy Shield (30" W)	2x
Small Square Privacy Shield (30" W)	1x
Large Modesty Panel (60" W)	2x
Small Modesty Panel (30" W)	1x
Office Supply Starter Kit	1x



+ —

In addition to your office solution, we can provide additional products and services that complete your space- creating a more productive, comfortable, and safe work environment.



CUSTOMIZATION

- Steps & Ramps
- Furniture & Appliances
- Technology
- Site Services
- Loss Protection

Dimensions

60' Long (including hitch)
56' Box size
12' Wide
8' Ceiling height

Exterior Finish

Aluminum or wood siding
I-Beam Frame
Standard drip rail gutters

Interior Finish

Paneled walls
Carpet or vinyl tile floor
Gypsum or T-grid suspended ceiling

Electric

Fluorescent ceiling lights
Breaker panel

Heating/Cooling

Central HVAC or thru-wall AC

Windows/Doors

Horizontal slider windows
(2) Vision panel doors with standard locks or (2) steel doors with dead bolt lock

Other

Private office(s)
Optional restroom

* Photos are representational; actual products vary. Additional floor plans and specifications may vary from those shown and are subject to in-stock availability













STAFF REPORT

MEETING DATE: January 20, 2026

MEETING TYPE: City Council

SUBMITTED BY: James Quin, City Administrator

AGENDA CAPTION: Discuss and consider AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13 TITLED "UTILITIES" BY AMENDING DIVISION 3 TITLED "WATER CONSERVATION PLAN" BY AMENDING SECTION 13.10.061 TITLED "ADOPTED" TO ADOPT THE WATER CONSERVATION PLAN DATED JANUARY 20, 2026, AND MADE A PART HEREOF FOR ALL PURPOSES, THE SAME AS IF FULLY COPIED HEREIN, INCLUDING APPENDICES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00); AND PROVIDING FOR AN EFFECTIVE DATE.
Presented by: James Quin, City Administrator

Background Information

The City of Hutchins is applying for project funding through the Texas Water Development Board's (TWDB) Clean Water State Revolving Fund for maintaining and improving the City's wastewater and stormwater infrastructure. An application requirement is that the City must have a Water Conservation Plan updated within the past five years. As the latest plan was adopted in 2019 the City's water conservation plan must be updated and adopted by the City Council.

The purpose of the Water Conservation Plan is to ensure that the City can provide a safe and reliable water supply (for domestic use, sanitation, and fire protection, etc.) and minimize adverse impacts of water shortages and emergency conditions.

Budget Implications

NA

Operational Impact

Adopting and implementing an updated Water Conservation Plan will help the City meet water conservation goals and ensure that the City continues to provide necessary water services. Having an updated Water Conservation Plan will help the City remain eligible for TWDB funding.

Legal Review

The City Attorney approved the Ordinance.

Staff Recommendation

Staff recommends that the City Council adopts the Ordinance to amend the updated Water Conservation Plan.

Supporting Documentation and Attachments

- 1. Resolution
- 2. Water Conservation Plan

**CITY OF HUTCHINS, TEXAS
ORDINANCE NO. 2026-01-1220**

AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13 TITLED “UTILITIES” BY AMENDING DIVISION 3 TITLED “WATER CONSERVATION PLAN” BY AMENDING SECTION 13.10.061 TITLED “ADOPTED” TO ADOPT THE WATER CONSERVATION PLAN DATED JANUARY 20, 2026, AND MADE A PART HEREOF FOR ALL PURPOSES, THE SAME AS IF FULLY COPIED HEREIN, INCLUDING APPENDICES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00); AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION 1. That Chapter 13 titled “Utilities” of the Code of Ordinances of the City of Hutchins, Texas, be, and the same is hereby amended by amending Division 3 titled “Water Conservation Plan” by amending Section 13.10.061 titled “Adopted,” to read as follows:

“CHAPTER 12

...

Division 3. Water Conservation Plan.

...

§ 13.10.061 Adopted.

That there is hereby adopted the Water Conservation plan of the City of Hutchins dated January 20, 2026, and made a part hereof for all purposes, the same as if fully copied herein, including any appendices.”

SECTION 2. 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 that all other provisions of the Ordinances of the City of Hutchins not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 3. That should any 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 thereof decided to be unconstitutional, illegal, or invalid.

SECTION 4. That an offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 5. That any person, firm or corporation violating any of the provisions or terms of this ordinance or of the Code of Ordinances as amended hereby, shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Hutchins, as previously amended, and upon conviction shall be punished by a fine not to exceed the sum of Five Hundred Dollars (\$500.00) for each offense.

SECTION 6. That this ordinance shall take effect immediately from and after its passage.

IT IS ACCORDINGLY SO ORDAINED.

DULY PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ON THIS THE 20th DAY OF JANUARY 2026.

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary

APPROVED AS TO FORM:

Joseph J. Gorfida, Jr., City Attorney
(01-12-2026:4927-6385-9079, v. 1)

City of Hutchins, Texas

Water Conservation Plan

Section I. Declaration of Policy, Purpose, and Intent

In order to conserve the available water supply; protect the integrity and reliability of water supply and distribution facilities; ensure adequate supplies for domestic use, sanitation, and fire protection; protect and preserve public health, welfare, and safety; and minimize the adverse impacts of water shortages and emergency conditions, the City of Hutchins hereby adopts this Water Conservation Plan (WCP).

This Plan is prepared in accordance with the requirements of Texas Administrative Code (TAC) Title 31, Part 10, Chapter 288, Subchapter A, and the Texas Water Development Board (TWDB) Water Conservation Plan Checklist (TWDB-1968). The City commits to implementing conservation measures, tracking performance, and updating this Plan at least every five years.

Section II. Utility Profile

This Utility Profile is populated using the City of Hutchins’ **2024 TWDB Water Use Survey** and **2020 TWDB Water Loss Audit**, the most recent reports available at the time of this update.

A. Retail Utility Identification

- **Retail Utility Name:** City of Hutchins
- **Retail Utility Type:** Municipal
- **Public Water System (PWS) ID:** 570012
- **TWDB Survey Number:** 0412400
- **County Served:** Dallas County, Texas
- **Regional Water Planning Area:** Region C (Trinity River Basin)
- **Service Area Description:** Municipal limits of the City of Hutchins and certificated retail service area

B. Population and Connections (Water Use Survey – 2024)

- **Total Population Served:** 6,149
- **Total Metered Retail Connections:** 1,510
 - Residential – Single Family: 1,249
 - Residential – Multi-Family: 4
 - Commercial: 201
 - Industrial: 56
 - Institutional: 0
- **Total Unmetered Connections:** 33

C. Water Supply Sources (Water Use Survey – 2024)

- **Source Type:** Purchased Surface Water
- **Wholesale Water Provider:** City of Dallas
- **River Basin:** Trinity River Basin
- **Water Source:** Lake / Reservoir (City of Dallas system)
- **Percent Treated Prior to Delivery:** 100%
- **Total Water Purchased (2024):** 479,922,000 gallons

D. Annual Water Use Summary (Calendar Year 2024)

- **Total Water Purchased:** 479,922,000 gallons
- **Total Metered Retail Use:** 437,727,000 gallons
- **Total Unmetered Use:** 4,606,813 gallons
- **Residential Water Use (Single + Multi-Family):** 175,310,000 gallons
- **Commercial Water Use:** 223,786,000 gallons
- **Industrial Water Use:** 38,631,000 gallons
- **Wholesale / Industrial Sales:**
 - Cary Products Company, Inc.: 864,000 gallons
 - Signicast LLC: 5,250,000 gallons

E. Per Capita Water Use

- **Total Gallons Per Capita Per Day (GPCD – Input):** 184 GPCD
- **Residential Gallons Per Capita Per Day (Estimated):** 78 GPCD

F. Seasonal Demand (Water Use Survey – 2024)

- **Peak Month:** August
- **Peak Month Water Use:** 50,670,000 gallons
- **Average Monthly Water Use:** 39,993,500 gallons

G. Water Loss Data (Water Loss Audit – 2020)

- **Total System Input Volume:** 384,969,543 gallons
- **Total Authorized Consumption:** 377,783,916 gallons
- **Total Water Loss Volume:** 7,185,627 gallons
- **Water Loss Percentage:** 1.9%
- **Total Apparent Losses:** 6,694,532 gallons
- **Total Real Losses:** 491,095 gallons
- **Non-Revenue Water:** 8,561,097 gallons

Section III. Public Involvement

The City provided an opportunity for public input on revisions to this Plan through an open comment period held from December 15 to December 19, 2025. Notice was provided via the City website and a local newspaper. Comments received, if any, were considered prior to adoption.

Section IV. Public Education and Information

The City will provide ongoing public education on water conservation and drought response through water bill inserts, the City website, social media, signage at City facilities, and outreach during community events. Information will include conservation practices, drought stages, and enforcement provisions.

Section V. Coordination with Regional Water Planning Groups

The City of Hutchins is located within the Region C Water Planning Area. A copy of this Plan will be provided to the Region C Water Planning Group, and the City will coordinate conservation goals and data reporting consistent with the Region C Plan.

Section VI. Conservation Goals

- Reduce total GPCD by 5% within five years.
- Reduce water loss to 5% or less.
- Maintain compliance with TWDB reporting requirements.

Progress will be evaluated annually using metered data and TWDB reports.

Section VII. Metering, Accounting, and Record Management

- Universal metering for all connections.
- Regular meter testing, repair, and replacement.
- Annual reconciliation of production, sales, and losses.
- Submission of required TWDB Water Use Survey and Water Loss Audit.

Section VIII. Leak Detection and Repair

- Active leak detection program.
- Prompt repair of identified leaks.
- Documentation of repairs and volumes recovered.

Section IX. Conservation Pricing and Rate Structure

The City maintains a rate structure intended to promote efficient water use while ensuring system sustainability. Rates will be periodically reviewed to support conservation objectives.

Section X. Drought Contingency Measures (Summary)

The City maintains a Drought Contingency Plan (DCP) with staged response measures, triggers, and enforcement provisions. The DCP is incorporated by reference and implemented as conditions warrant.

Section XI. Implementation, Enforcement, and Review

The Public Works/Utilities Director, or designee, is authorized to implement this Plan. The City will review and update the WCP at least every five years or as required by TWDB to maintain eligibility for financial assistance.

Adoption

Adopted by the City Council of the City of Hutchins, Texas, on 01/20/2026.

Appendix A: Water Use and Water Loss Data Tables (TWDB Required)

Table A-1. Annual Water Supply and Use Summary (Calendar Year 2024)

Category	Volume (Gallons)	Data Source
Total Water Purchased	479,922,000	TWDB Water Use Survey (2024)
Total Metered Retail Use	437,727,000	TWDB Water Use Survey (2024)
Total Unmetered Use	4,606,813	TWDB Water Use Survey (2024)
Residential Use (SF + MF)	175,310,000	TWDB Water Use Survey (2024)
Commercial Use	223,786,000	TWDB Water Use Survey (2024)
Industrial Use	38,631,000	TWDB Water Use Survey (2024)

Table A-2. Population, Connections, and Per Capita Use

Item	Value	Data Source
Population Served	6,149	TWDB Water Use Survey (2024)
Total Metered Connections	1,510	TWDB Water Use Survey (2024)
Peak Month	August	TWDB Water Use Survey (2024)
Peak Month Use (Gallons)	50,670,000	TWDB Water Use Survey (2024)
Input GPCD	184	TWDB Water Loss Audit (2020)

Item	Value	Data Source
Estimated Residential GPCD 78		Calculated from WUS

Table A-3. Water Loss Summary (Calendar Year 2020)

Metric	Value	Data Source
Total System Input Volume	384,969,543 gallons	TWDB Water Loss Audit (2020)
Total Authorized Consumption	377,783,916 gallons	TWDB Water Loss Audit (2020)
Total Water Loss Volume	7,185,627 gallons	TWDB Water Loss Audit (2020)
Water Loss Percentage	1.9%	TWDB Water Loss Audit (2020)
Apparent Losses	6,694,532 gallons	TWDB Water Loss Audit (2020)
Real Losses	491,095 gallons	TWDB Water Loss Audit (2020)
Non-Revenue Water	8,561,097 gallons	TWDB Water Loss Audit (2020)

Appendix B: Drought Contingency Plan Alignment Statement

The City of Hutchins Drought Contingency Plan (DCP) is incorporated by reference and has been reviewed to ensure consistency with this Water Conservation Plan (WCP), in accordance with 31 TAC §288.20.

The following elements are aligned between the WCP and DCP:

- **Authority and Administration:** Both plans designate the Public Works/Utilities Director, or designee, as the responsible official for implementation and enforcement.
- **Triggers and Monitoring:** Drought stage initiation and termination are based on wholesale supply conditions, system demand, and guidance from the City of Dallas and regional authorities, consistent with conservation goals in this WCP.
- **Demand Reduction Measures:** Conservation measures implemented during drought stages directly support the WCP goals for reduced per capita use and minimized water loss.
- **Public Notification:** Outreach methods (billing inserts, website postings, signage, and media notices) are consistent across both plans.
- **Enforcement:** Enforcement authority, penalties, and compliance provisions in the DCP support and reinforce the objectives of this WCP.

The City will update the Drought Contingency Plan concurrently with future updates to this Water Conservation Plan to maintain consistency and continued eligibility for TWDB financial assistance.

Appendix C: TWDB Reporting Contacts

- **Water Use Survey:** waterusesurvey@twdb.texas.gov | (512) 463-7952
- **Water Loss Audit:** WLA-Group@twdb.texas.gov | (512) 463-0987