



**CITY OF HUTCHINS  
KEEP HUTCHINS BEAUTIFUL  
AGENDA**

**Tuesday, January 14, 2025 at 6:00 PM  
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Building & Standards Commission Board to be held on Tuesday, January 14, 2025 at 6:00 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**Board Members**

Chair, Desiree Francis  
Vice Chair, America Rodriguez  
Board Member, Kimberley Diaz  
Board Member, Larocho Odom  
Board Member, Elaine Hudson  
Board Member, Gilbriana (Briana), Wadley  
Historian, Tynee Sims-Rogers  
Scott Lindsay-Alternate  
Teresa Ayala- Alternate

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

1. Roll Call

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

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

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

2. Approval of Minutes from December 10, 2024

**E. PRESENTATIONS**

3. Update on Board Members and Positions

**F. REGULAR AGENDA** - *As authorized by Section 551.071 of the Texas Government Code, the Board reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

4. Discuss and consider tagline for KHB.
5. Discuss and consider Logo for KHB

**G. ITEMS OF COMMUNITY INTEREST**

6. Easter Egg Hunt April 12, 2025

**H. ADJOURN**

**CERTIFICATION**

I certify that a copy of the January 14, 2025, agenda of items to be considered by the Building & Standards Commission Board was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, in accordance with Chapter 551 of the Texas Government Code. Posted on January 10, 2025, before 6:00 p.m.



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Wanda Randle  
Staff Liaison

**ACCESSIBILITY STATEMENT**

The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 48 hours in advance of scheduled meeting. For assistance, please call the office of the City Secretary at 972-225-6121 or email the City Secretary at [colguin@cityofhutchins.org](mailto:colguin@cityofhutchins.org)



**CITY OF HUTCHINS  
KEEP HUTCHINS BEAUTIFUL  
MINUTES**

**Tuesday, December 10, 2024 at 6:00 PM  
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Building & Standards Commission Board to be held on Tuesday, December 10, 2024, at 6:00 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**Board Members**

- Chair, Desiree Francis
- Vice Chair, America Rodriguez
- Board Member, Kimberley Diaz
- Board Member, Larocho Odom
- Board Member, Elaine Hudson
- Board Member, Gilbrianna (Brianna), Wadley
- Historian, Tynee Sims-Rogers
- Scott Lindsay-Alternate
- Teresa Ayala - Alternate

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

1. Roll Call – Chair, D. Francis called the meeting to order at 6:05 PM.

Present: D. Francis, A. Rodriguez, K. Diaz, L. Odom, E. Hudson, and G. Wadley.

Absent: S. Lindsay, T. Rodgers, and T. Ayala

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

L. Odom led the invocation, and the Pledge of Allegiance was led by A. Rodriguez.

**C. CITIZEN COMMENTS** - *This agenda item provides an opportunity for citizens to address the Board on any matter that is not posted on the agenda. Anyone wishing to address the Board should complete a Citizen Comments Form and submit it to the recording secretary prior to the start of the Board meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time. -None*

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

2. Approval of Minutes from October 8, 2024

L. Odom motioned to approve; A. Rodriguez seconded the motion. All in favor, motion passed

Voting Yea: D. Francis, A. Rodriguez, K. Diaz, L. Odom, E. Hudson, and G. Wadley.

Voting Nay: 0

**E. PRESENTATIONS**

- 3. Keep Texas Beautiful Update presented by W. Randle.

On October 16, 2024, KHB became an official affiliate of Keep Texas Beautiful. W. Randle is working with public works to put sign-up

- 4. Yard of the Month update presented by W. Randle.

Yard of the Month will start in March, and residents will submit votes through the online portal. There will be no voting/signs in January, February, November, and December. If a board member's yard is nominated, the board member cannot vote.

Awards will be a certificate, a \$25 gift card to a hardware store, and a yard sign that they can keep. There will be a winner from each side of Hutchins (East and West)

**F. REGULAR AGENDA - As authorized by Section 551.071 of the Texas Government Code, the Board reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.**

- 5. Discuss and consider the Logo and tagline for KHB.

W. Randle will send out options for members to come up with a logo. Members can also go on brand crowd to play around with logo options. W. Randle will wait for the board to come back with the options the board has selected.

- 6. Discuss and consider dates and times for FY2025 Events.

- A. Arbor Day: KHB will plant trees. W, Randle checked with Dallas County, and they have a program that furnishes trees, but they are unsure of the type of trees they will have available. Odom motioned to have Arbor Day on March 22, 2025, and K. Diaz Seconded the motion. All were in favor, and the motion passed.

Voting Yea: D. Francis, A. Rodriguez, K. Diaz, L. Odom, E. Hudson, and G. Wadley.

Voting Nay: 0

- B. Community Clean up: KHB Will designate an area that needs cleaning in the City. B. Wadley motioned to designate the day for Community Clean up as June 7, 2025, L. Odom seconded the motion. All in favor, motion passed.

Voting Yea: D. Francis, A. Rodriguez, K. Diaz, L. Odom, E. Hudson, and G. Wadley.

Voting Nay: 0

- C. Hutchins Big Event: KHB will form a partnership with the Park Board to make one huge city event. Will Incorporate Fall Fest, a Breast Cancer Walk, and a community event to enhance the local parks. B. Wadley motioned to designate the day for the Community Clean up on October 11, 2025, and L. Odom seconded the motion. All in favor, motion passed.

Voting Yea: D. Francis, A. Rodriguez, K. Diaz, L. Odom, E. Hudson, and G. Wadley.

Voting Nay: 0

**G. ITEMS OF COMMUNITY INTEREST**

- 7. Easter Egg Hunt April 20, 2025, Campbell Park, Noon to 2 PM.

**H. ADJOURN**

B. Wadley motioned to end the meeting at 6:49 PM, and E. Hudson seconded the motion. All in favor, motion passed

**CERTIFICATION**

I certify that a copy of the December 10, 2024, agenda of items to be considered by the Building & Standards Commission Board was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City’s website, in accordance with Chapter 551 of the Texas Government Code. Posted on December 6, 2024, before 6:00 p.m.

ATTEST:

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Wanda Randle  
Staff Liaison