



**CITY OF HUTCHINS  
ECONOMIC DEVELOPMENT CORPORATION MEETING  
AGENDA**

**Thursday, November 07, 2024 at 6:30 PM**

**Hutchins Economic Development Corporation Office, 103 W. Palestine Street**

**Board Members**

Raymond Elmore, President  
Norma Harlin  
Artis Johnson  
Aurora Madrigal  
Steve Nichols, Vice President  
Demarcus Odom  
Mario Vasquez  
Guy Brown, Executive Director

**NOTICE OF POSSIBLE CITY COUNCIL QUORUM**

A QUORUM OF COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT AT THIS MEETING. HOWEVER, NO OFFICIAL CITY COUNCIL ACTION WILL BE CONSIDERED DURING THIS MEETING.

Pursuant to Section 551 of the Texas Government Code, notice is hereby given that the Board of Directors of the City of Hutchins will meet November 07, 2024 at 06:30 p.m. to conduct a Regular Meeting at the HEDC Office located at 103 West Palestine St, Hutchins, Texas, at which time the following items will be discussed and considered.

*As authorized by Section 551.071 of the Texas Government Code, the Board of Directors 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.*

**A. CALL MEETING TO ORDER**

1. Roll Call
2. Invocation

**B. CITIZEN COMMENTS** *The Citizen Comments Portion of the Agenda is an opportunity for the public to address the Board on any subject. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time. Issues raised may be referred to HEDC Staff for research and possible future action.*

**C. 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.*

1. Consideration and action regarding the Minutes of the Hutchins Economic Development Corporation Meeting held on August 8, 2024.

**D. PUBLIC HEARINGS**

None

**E. REGULAR AGENDA**

2. Consideration and Action regarding Local Business Grant Request for property generally located at 211 Main Street in Hutchins.

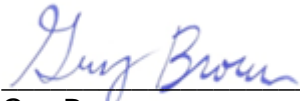
3. Staff Report

**F. EXECUTIVE SESSION**

**G. RECONVENE INTO REGULAR SESSION** and take any action necessary as a result of Executive Session.

**H. ADJOURNMENT**

**Certification:** I certify that a copy of the November 07, 2024 agenda of items to be considered by the Hutchins Economic Development Corporation 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](http://www.cityofhutchins.org), in accordance with Chapter 551 of the Texas Government Code. Posted on Friday, November 01, 2024, before 5:00 p.m.



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Guy Brown  
Executive Director

**ACCESSIBILITY STATEMENT**

A request for special services must be received at least 24 hours in advance of scheduled meeting. For assistance, please call the HEDC office at 972-225-4449 or email the Executive Director at [gbrown@cityofhutchins.org](mailto:gbrown@cityofhutchins.org).



Hutchins EDC  
Guy Brown  
gbrown@cityofhutchins.org  
Phone: 972/225-4449  
Fax: 972/225-5559

**MINUTES**  
**HUTCHINS ECONOMIC DEVELOPMENT CORPORATION (HEDC)**  
**REGULAR BOARD OF DIRECTORS MEETING**  
**THURSDAY, AUGUST 08, 2024 – 6:30 P.M.**  
**HEDC OFFICE – 103 WEST PALESTINE**  
**500 W. HICKMAN ST., HUTCHINS, TEXAS 75141**

The Hutchins Economic Development Corporation Board of Directors met on August 08, 2024, at 6:30 p.m. to conduct a regular meeting at the Hutchins Economic Development Office located at 103 West Palestine St, Hutchins, Texas, 75141 at which time the following items were discussed and considered:

**ATTENDANCE:**  
**BOARD MEMBERS**

- Raymond Elmore, President
- Norma Harlin
- Artis Johnson
- Aurora Madrigal
- Steve Nichols, Vice President
- Demarcus Odom
- Mario Vasquez
- Guy Brown, Executive Director

**A. Call Meeting to Order**

The meeting was called to order at 6:30 p.m. The meeting was held at the Hutchins Economic Development Corporation office located at 103 Palestine, Hutchins, Texas, 75141.

**1. Roll Call**

A quorum of the Board of Directors was established. At Roll Call, all the HEDC Board of Directors were present.

**Invocation**

Invocation was given by Mr. Johnson.

**B. Citizen Comments.**

There were no comments from citizens.

**C. 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.*

There were no Citizen Comments from the audience.

**1. Consideration and action regarding the Minutes of the Hutchins Economic Development Corporation Meeting held on June 13, 2024.**

Mr. Nichols made a motion to approve the minutes of June 13, 2024. The motion was seconded by Mr. Vasquez and passed 6-0 with Ms. Madrigal abstaining.

**D. PUBLIC HEARINGS**

**NONE.**

**E. REGULAR AGENDA**

**2. Consideration and action regarding Local Business Façade Program and Policy.**

The Executive Director presented the Board with a draft Local Business Façade Program and Policy. After discussion, Ms. Madrigal made a motion to approve the Local Business Façade Program and Policy. The motion was seconded by Mr. Johnson and passed unanimously.

**3. Consideration and action regarding Resolution 240808-01, a Resolution of the Hutchins Economic Development Corporation Board of Directors recommending the HEDC Capital Improvements Plan to the Hutchins City Council.**

The Board reviewed and discussed the HEDC Capital Improvement Plan.

Mr. Nichols made a motion to approve Resolution 240808-01, a Resolution of the Hutchins Economic Development Corporation Board of Directors recommending the HEDC Capital Improvements Plan to the Hutchins City Council. The motion was seconded by Mr. Johnson and passed unanimously.

**4. Staff Report.**

The Executive Director presented the board with an update on current HEDC activities and city projects. The Board asked questions and discussed the status of the projects. No action was taken on this item.

**F. RECONVENE INTO REGULAR SESSION and take any action necessary as a result of Executive Session.**

**1. Adjourn to Executive Session pursuant to the provisions of Chapter 551, Government Code in accordance with the authority contained in:**

None

**G. RECONVENE INTO REGULAR SESSION and take any action necessary as a result of Executive Session.**

None

**H. Adjournment.**

No further business was conducted, Ms. Nichols made a motion to adjourn the meeting. Mr. Vasquez seconded the motion. The Board, by unanimous vote, adjourned the meeting at 6:52 p.m.

**Approved:**

\_\_\_\_\_  
Raymond Elmore, President



# STAFF REPORT

**MEETING DATE:** November 7, 2024

**MEETING TYPE:** HEDC Board of Directors

**SUBMITTED BY:** Guy Brown

**AGENDA CAPTION:** Consideration and Action regarding Local Business Grant Request for property generally located at 211 Main Street in Hutchins.

Presented by: Guy Brown, Executive Director]

### **Background Information**

Earlier this year the HEDC Board and City Council approved a Local Business and Façade Grant Program and Budget. The Applicant is requesting assistance with improvements to a Shopping Center that includes 209, 211 and 213 North Main Street in Hutchins.

### **Budget Implications**

Whatever funds are approved, if any, will come from the Local Business Grant Line Item.

### **Operational Impact**

The is minimal impact on operations. The Business will have completed the work and establish a Certificate of Occupancy before any funds are released.

### **Legal Review**

The City Attorney will draft any final agreements.

### **Staff Recommendation**

Staff Recommends that the Board review the request and determine if any grant is warranted.

### **Supporting Documentation and Attachments**

- Grant Application from Connie Nelson
- Estimate of Work
- Photos of Location

# City of Hutchins Façade Improvement Grant Program Application

## I. Applicant Information

- A. Applicant Name:
- B. Business Name:
- C. Street Address:
- D. Mailing Address:
- E. Work Phone:
- F. Cell Phone:
- G. Email:

## II. Property Owner Information (if different from Applicant)

- A. Owner Name: Connie Nelson
- B. Business Name:
- C. Street Address: 211 & 213 N. Main St. 209 N. Main St.
- D. Mailing Address: 412 Meadowview Dr. Cleburne, Tx. 76033
- E. Work Phone:
- F. Cell Phone: 817-517-1955
- G. Email: CRAZYCONNIE@GMAIL.COM

## III. Property and Project Description

A. Address/Location of property to be considered for the City of Hutchins Façade Improvement Matching Grant Program: 209, 211, 213 N. Main St, Hutchins, Tx. 75141

B. Is the building currently occupied by a business?

Yes  No

If yes, please list the business name(s) and Certificate of Occupancy numbers below.

L's Barber Shop  
Big Moose BBQ

C. Is this a residential building that is being converted for commercial use?

Yes  No

Please note: if a residential property is being converted to commercial use, a site plan is required. If a site plan has been submitted, please list the permit number below.

D. Have building plans been submitted to the city for the project?

Yes  No

Please note: building plans are required for some improvements but may not be necessary for all projects. If building plans have been submitted, please list the permit number below.

E. Has the applicant and/or property owner been a recipient of this Façade Improvement Matching Grant before?

Yes  No

If yes, please list the property address(es) and year(s) the grant was awarded below.

F. Are there any current code enforcement actions, tax liens, or judgment liens against the property?

Yes  No

## G. Grant Request

1. Total Project Cost (for Façade Improvements Only): \$

2. Eligible Grant Request (50% of the eligible improvement up to \$10,000): \$

## H. Project Description

(Please describe the improvements that will be made to the existing property and how the award of this grant impacts the project. 1,000 words max. You may submit on a separate sheet of paper.)

**I. What is the anticipated start and end date for the project? (Month/Year)**

Start Date: 5/1/24

End Date: 10/24

**Application Checklist**

I, the applicant, verify that I have completed the following items to be considered for the City of Hutchins Façade Improvement Grant. I understand that the grant will not be processed if all items below are not met.

- Complete Façade Improvement Grant application.
- Written cost proposal with itemized improvements.
- Exterior photos of the building before any improvements have been made.
- Drawings or renderings of proposed improvements (proposed color palette requested, if drawings or renderings are not colored).
- Artist Portfolio and Art Renderings, if applicable.
- The proposed improvements have not been completed prior to receipt and verification of a complete application by city staff.

**DISCLAIMER**

I acknowledge that I understand the terms of the City of Hutchins Façade Improvement Grant Program, and it is my intent to meet the specified terms of this application if approved. I understand further that this project is approved for matching grant reimbursement only in strict accordance with the approved plans that are attached to this application and hereby made part of this agreement. I further understand that change orders on the work in progress require approval by the City of Hutchins City Council and that failure to comply with this agreement may jeopardize receipt of grant funds.

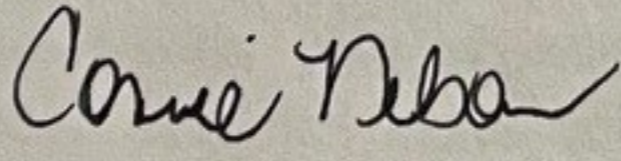
**Applicant Signature:**

**Date:**

**Property Owner Signature:**

**Date:** 10/9/24

*(if different from applicant)*



**Information Below to be Filled Out by City Staff Only**

**Date Received:**

**Staff Initials:**

**Application**

Complete

Incomplete

**Missing Items:**



# TRES HERMANOS CONSTRUCTION LLC

CLIENT **Big Moose BBQ**  
 ADDRESS **203 n main street hutchins tx**  
 EMAIL [Trayfay4@gmail.com](mailto:Trayfay4@gmail.com)  
 DATE **Oct 15, 2024**  
 PO # **469-569-4342**

Tres Hermanos Construction  
[Treshermanosroofing@outlook.com](mailto:Treshermanosroofing@outlook.com)

ITEM	PRICE	QTY	TOTAL
<b>Demolition (back Area Of Resturant )</b> Clean up of all debris in the back of restaurant	\$10,000.00	1	\$10,000.00
<b>18 Wheeler Trailor Haul Off</b> Removal of 18 wheeler trailers (contents inside as well )	\$2,000.00	2	\$4,000.00
<b>DRY STORAGE RENOVATION</b> Dry storage will include from top from the ceilings to the bottom doing the flooring in dry storage area and sheet rock walls as well ...	\$2,250.00	1	\$2,250.00
<b>Tape And Bed</b> Tape and bed in whole building	\$1,500.00	1	\$1,500.00
<b>Privacy Wall</b> Privacy wall from kitchen to rest of dining area	\$675.00	1	\$675.00
<b>Regular Sheet Rock</b>	\$17.98	10	\$179.80
<b>Fire Retardant Sheet Rock</b> Required to pass code	\$23.98	10	\$239.80
<b>FENCE DOOR (side And Back)</b> Gate doors will be fixed on the south of the property and the west of the property (price does not include total fence)	\$275.00	2	\$550.00
<b>Bathroom Door</b> 24x80 optional can go to next size up	\$110.00	1	\$110.00
<b>Commercial Kitchen Swinging Doors</b>	\$875.00	1	\$875.00
<b>LABOR</b>	\$10,000.00	1	\$10,000.00
<b>Landscaping</b>	\$1,225.00	1	\$1,225.00
<b>ELETRICAL</b>	\$10,000.00	1	\$10,000.00
<b>Estimate</b>	\$0.00	1	\$0.00
<b>INSTALLATION OF GREASE TRAP AND VENTEL HOOD</b>	\$3,250.00	1	\$3,250.00
<b>Exterior paint, trim, and caulking</b>	\$5,400.00	1	\$5,400.00
<b>4x6 NEON SIGNS</b>	\$1,445.00	2	\$2,890.00
	<b>SUBTOTAL</b>		<b>\$53,148.00</b>

PHOTOS of 209, 211 and 213 Main

10/29/24



PHOTOS of 209, 211 and 213 Main

Section E, Item2.

10/29/24



PHOTOS of 209, 211 and 213 Main

10/29/24



PHOTOS of 209, 211 and 213 Main

10/29/24



PHOTOS of 209, 211 and 213 Main

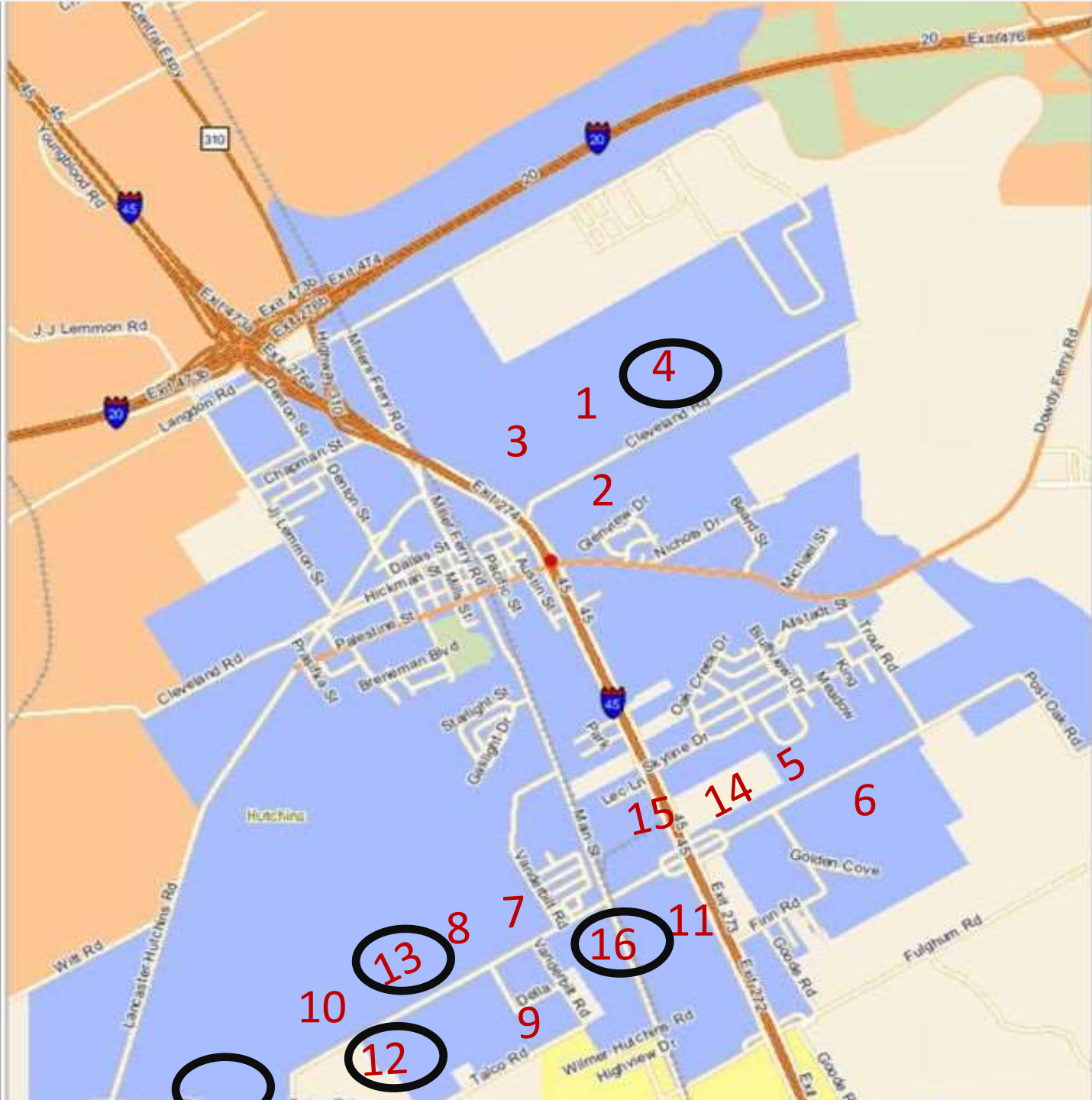
10/29/24





Hutchins EDC  
UPDATE

November 7, 2024



Section E, Item3.

1. Fed Ex
2. Hillwood
3. Majestic
4. Seefried
5. American Standard
6. Hobby Lobby
7. Shippers 1
8. Shippers 2
9. Core 5
10. Biagi
11. Union Pacific
12. KTN
13. Chick Fil A
14. Mauser
15. SignaCast
16. Myers Crow

Chick fil a



Chick fil a



Chick fil a



Chick fil a



# Charger Logistics



# Sub Zero



# Sub Zero



# Seefried 3 & 4 January 2023



# USAA Seefried November 2024

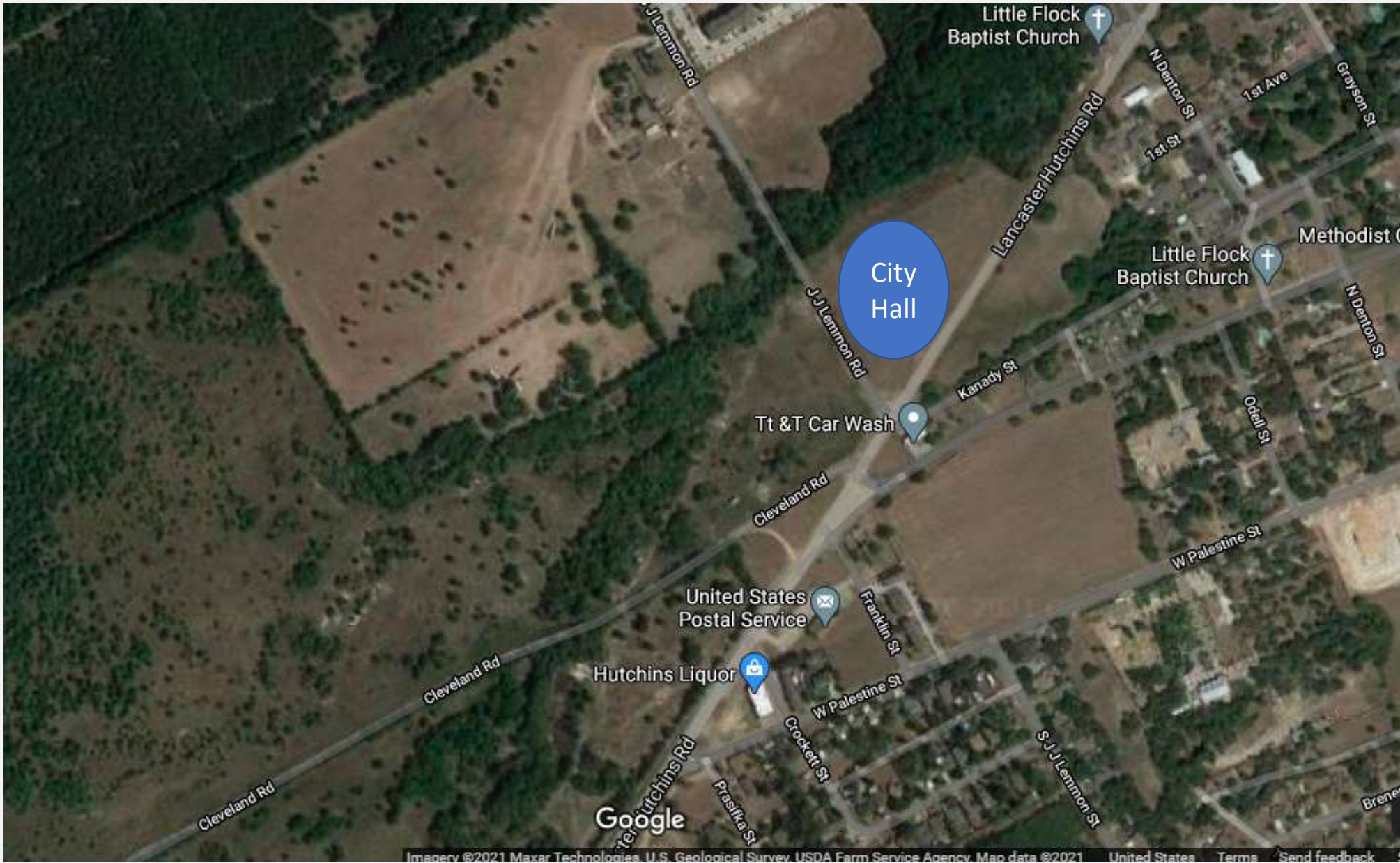


# Majestic 2



- Shippers Warehouse (Duke) 600,000 Sq. Ft.
- Shippers 2 (Duke) 600,000 Sq. Ft.
- American Standard (Duke) 600,000 Sq. Ft.
- Adessa (Allen) 400,000 Sq. Ft.
- Georgia Pacific (Hillwood) 1,500,000 Sq. Ft.
- Core 5 700,000 Sq. Ft.
- Biagi (Scannell) 400,000 Sq. Ft.
- *Chick Fil A (CFA)* 400,000 Sq. Ft.
- *2 Spec Buildings (Majestic)* 1,500,000 Sq. Ft.
- *KTN* 2,500,000 Sq Ft
- *Charger Logistics* 400,000 Sq. Ft.
- *USAA/Seefried* 2,800,000 Sq. Ft.'
  - *Georgia Pacific* 1,000,000
  - *Arhaus* 1,000,000 ‘
  - *Vacant(Building 4)* 200,000 ‘
  - *Cummins Air Filter* 100,000 ‘
  - *Nina Shoes* 100,000 ‘
- *Myers Crow* 500,000 Sq Ft. ‘
- *Landry* 250,000 Sq Ft ‘
- *SUB 0 (SE Lancaster Hutchins Refrigerated)* 400,000 Sq Ft ‘

Approximately 15 Million Square Feet



Town Center



City Hall



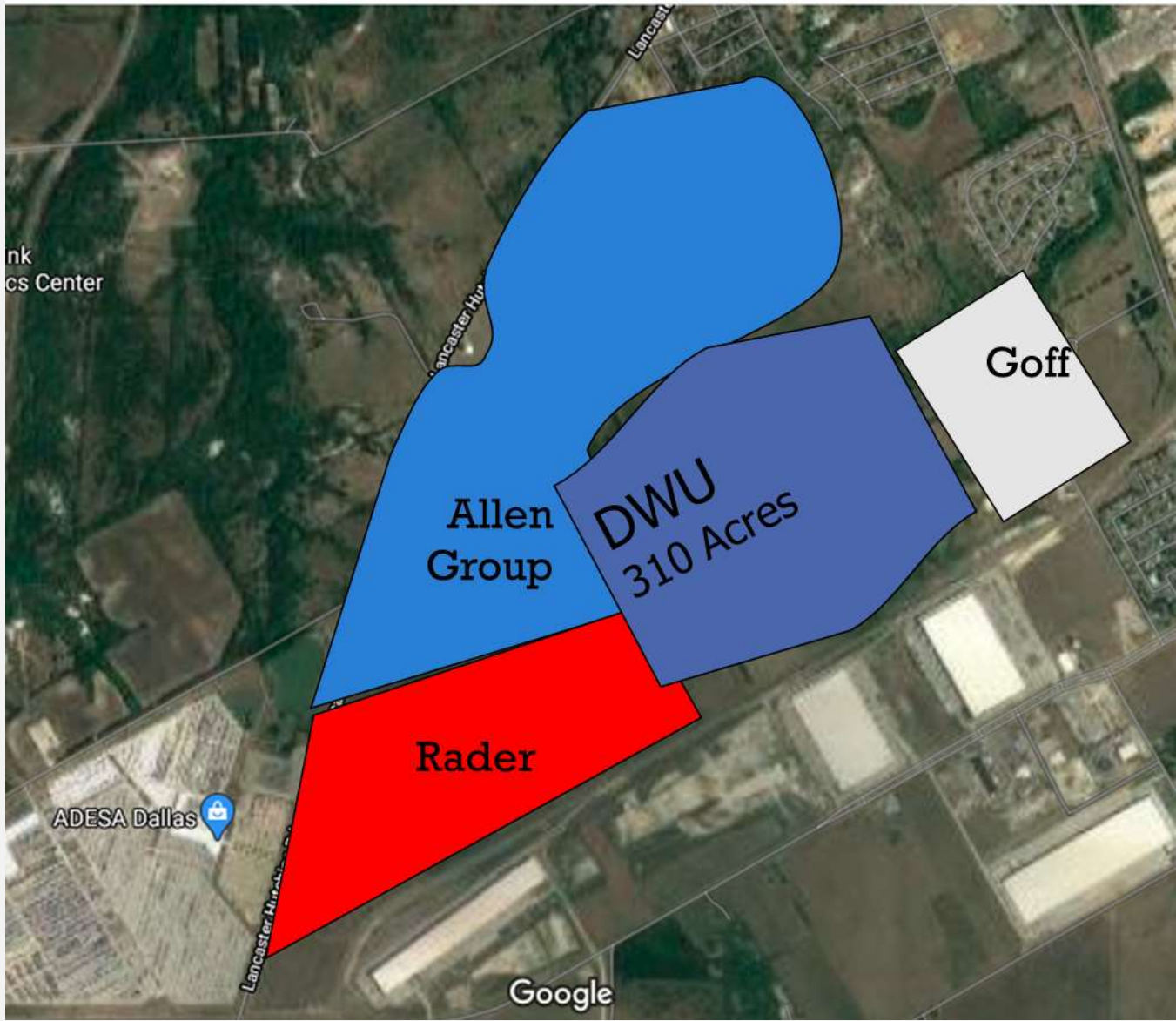
City Hall

# Southaven





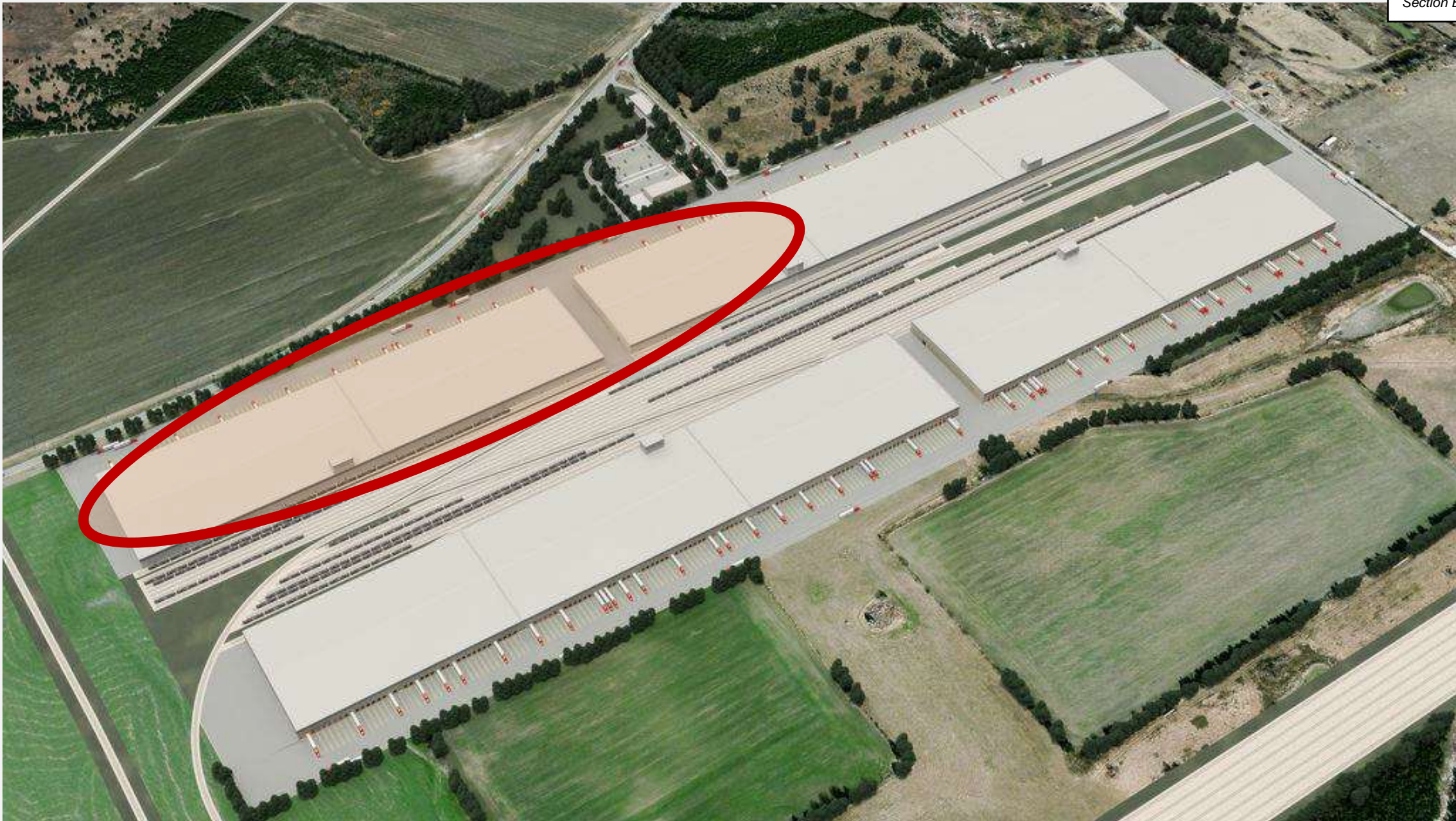




Lancaster  
Hutchins  
Commercial  
3 – 8 years

# Upcoming Items

- Entry Feature at Dowdy Ferry
- Recreation Center Planning
- Lancaster Hutchins Property
- South Haven Development (town center)
- Pinto Road
- Northeast Wintergreen and Lancaster Hutchins
- Southeast Wintergreen and Lancaster Hutchins
- KTN Expansion



# Southeast Corner of Lancaster Hutchins



# Northeast Corner of Lancaster Hutchins



# Pinto Road

