



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
AGENDA**

**Monday, January 06, 2025 at 6:30 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 Hutchins City Council to be held on Monday, January 6, 2025 at 6:30 PM at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**City Council Members**

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

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

1. Consider approval of city council meeting minutes for December 2024. Presented by: Cynthia Olguin

**E. PRESENTATIONS**

2. Presentation of Donation to the University of North Texas at Dallas.
3. Introducing new police department employees by: Chief, Steve Perry
4. Motorola Radio project completion by: Chief, Steve Perry
5. Review logo and tagline options for city rebranding initiatives. Presented by Bandera

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

6. Discuss and consider approving a logo design. Presented by Beth Owens
7. Discuss and consider Resolution R2025-01-1230 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CITY OF HUTCHINS PERSONNEL MANUAL BY AMENDING CHAPTER 3, TITLED "LEAVE" BY AMENDING SECTION 3.13 TITLED "MENTAL HEALTH LEAVE POLICY" BY ADOPTING A REVISED MENTAL HEALTH LEAVE POLICY AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Karen Steward, HR Director
8. Discuss and consider Resolution R2025-01-1231 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER OF THE CITY OF HUTCHINS, TEXAS, FOR THE REMAINDER OF FISCAL YEAR 2024-2025. Presented by Cynthia Olguin
9. Discuss and consider Resolution R025-01-1232 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY AND TURNING ART FOR PROFESSIONAL SERVICES FOR FREE STANDING EXTERIOR SCULPTURE ART AT CITY HALL IN AN AMOUNT NOT TO EXCEED \$105,100.00; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Wanda Randle

**G. EXECUTIVE SESSION**

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

**H. RECONVENE INTO REGULAR SESSION**

12. Take action, if any, as a result of Executive Session:
  - a. Deliberation regarding economic development negotiations. 1) Project Beckett
  - b. Deliberation regarding economic development negotiations. 2) Project Visitation

**I. ITEMS OF COMMUNITY INTEREST**

13. Parks and Recreation Board Meeting, Tuesday, January 7, 2025 at 6:30 p.m., City Hall Council Chamber, 321 N. Main St., Hutchins.

Keep Hutchins Beautiful Board Meeting, Tuesday, January 14, 2025 at 6:00 p.m., City Hall Council Chamber, 321 N. Main St., Hutchins.

Planning and Zoning Commission Meeting, Monday, January 27, 2025 at 6:00 p.m., City Hall Council Chamber, 321 N. Main St. Hutchins.

City Offices Closed: Monday, January 20, 2025 in observance of the MLK Jr. Holiday.


City Council Meeting, Tuesday, January 21, 2025 at 6:30 p.m., City Hall Council Chamber, 321 N. Main St., Hutchins.

Wednesday, January 15, 2025 through Friday, February 14, 2025 is the period for filing an application for a place on the ballot for May 3, 2025 General Election for the purpose of electing three city council members at large.

**J. ADJOURN**

**CERTIFICATION**

I certify that a copy of the January 6, 2025, 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](http://www.cityofhutchins.org), in accordance with Chapter 551 of the Texas Government Code. Posted on Friday, January 3, 2025, before 6:30 p.m.

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



**ACCESSIBILITY STATEMENT**

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



# STAFF REPORT

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<b>MEETING DATE:</b>	January 6, 2025
<b>MEETING TYPE:</b>	City Council Meeting
<b>SUBMITTED BY:</b>	Cynthia Olguin
<b>AGENDA CAPTION:</b>	Consider approval of city council meeting minutes for December 2024 Presented by: Cynthia Olguin

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## **Background Information**

Consider approval of the meeting minutes for December 9, 2024, Regular City Council Meeting.

## **Budget Implications**

N/A

## **Operational Impact**

N/A

## **Legal Review**

N/A

## **Staff Recommendation**

Staff recommends approval of the minutes.

## **Supporting Documentation and Attachments**



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
MINUTES**

**Monday, December 09, 2024, at 6:30 PM  
City Hall, 321 N. Main Street**

A Regular Meeting of the Hutchins City Council was held on Monday, December 9, 2024, at 6:30 PM at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items were discussed and considered.

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

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

PRESENT

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

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilmember Campbell gave the invocation and Councilmember Odom led the Pledge of Allegiance.

**C. CITIZEN COMMENTS**

Mark Brim, Brim Laundry in Hutchins, spoke regarding ongoing construction at 300 Nichols with no permit or plans on file at the city and truck traffic in his driveway and street.

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

**1. Consider approval of city council meeting minutes for October and November 2024  
Presented by: Cynthia Olguin**

Motion made by Councilmember Elmore seconded by Councilmember Campbell to approve the consent agenda as presented. All in favor the motion passed.

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

Voting Nay: 0

**E. PRESENTATIONS**

**2. Life Saving Awards Presented by Stacey Hickson, Fire Chief**

Life Saving Awards were presented to Medic 341 Lane Anthony and Ryan Hill; Ladder 342 Everett Jones, Kevin Bennett and Juan Barajas in recognition of exemplary care provided to a cardiac arrest patient on August 8, 2024.

Life Saving Awards were presented to Medic 341 Joey Gammons, Brian Self and Josh Smith; and Engine 342 Juan Barajas, Josh Hellums, and John Leathers in recognition of exemplary care provided to a cardiac patient on July 22, 2024.

**F. PUBLIC HEARINGS**

**3. Conduct a public hearing to consider a request from Robert Sangdahl (representing Lineage Logistics) for a text amendment to the City of Hutchins Zoning Ordinance, Exhibit 14B Zoning Text Amendments, Part III Port Industrial District, Section 3 Height Regulations (A.) Maximum Building Height. Presented by: Tim Rawlings.**

City Administrator James Quin presented the item on behalf of Building Official Tim Rawlings.

**3A. Open Public Hearing**

Mayor Vasquez opened the public hearing at 6:48 p.m. Felix Madrigal, Hutchins Resident, had questions. There being no other individuals registered to speak; the public hearing was closed at 6:50 p.m.

**3B. Consider Ordinance 2024-12-1202 AN ORDINANCE OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 14 TITLED "ZONING" BY AMENDING EXHIBIT 14B TITLED "ZONING TEXT AMENDMENTS" BY AMENDING PART III TITLED "PORT INDUSTRIAL DISTRICT" BY AMENDING SECTION 3 TITLED "HEIGHT REGULATIONS" BY AMENDING PARAGRAPH A TITLED "MAXIMUM BUILDING HEIGHT.**

Councilmember Elmore made the motion seconded by Councilmember Nichols to approve Ordinance 2024-12-1202. All in favor, the motion passed 5-0

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

Voting Nay: 0

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

**4. DISCUSS AND CONSIDER RESOLUTION R2024-12-1227 OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE THE TERMS AND CONDITIONS OF THE AIA B104-2017 AGREEMENT BY AND BETWEEN THE CITY AND BRANDSTETTER CARROLL, INC. FOR ARCHITECTURAL DESIGN SERVICES FOR THE RECREATION CENTER AND LIBRARY BUILDING; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: James Quin, City Administrator**

Councilmember Nichols made the motion seconded by Councilmember Didehbani to approve Resolution R2024-12-1227. All in favor, the motion passed 5-0

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

Voting Nay: 0

**5. DISCUSS AND CONSIDER RESOLUTION R2024-12-1228 OF THE CITY OF HUTCHINS, TEXAS, DECLARING EXPECTATION TO REIMBURSE EXPENDITURES WITH PROCEEDS OF FUTURE DEBT. Presented By: Maria Joyner, Director of Finance**

Councilmember Odom made the motion seconded by Councilmember Elmore to approve Resolution R2024-12-1228. All in favor, the motion passed 5-0

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

Voting Nay: 0

**6. Discuss and consider mosaic art selection for New City Hall Wall A. Event Center North, Wall B. Event Center West, and Wall C1 & C2 South Entry. Presented by: Wanda Randle**

Wanda Randle, the Community Development and Parks Program Director, presented an update on the revisions requested by the council during the November 18, 2024, council meeting. These revisions were submitted for final approval.

Wall A, Event Center North

Councilmember Odom made a motion seconded by Councilmember Didehbani to approve Concept 1, revised. The motion passed 4-1.

Voting Yea: Dominic Didehbani, Raymond Elmore, Steve Nichols, Demarcus Odom

Voting Nay: Brenda Campbell



Wall A, Event Center North

Wall B, Event Center West

Councilmember Elmore made a motion seconded by Councilmember Nichols to approve Concept 2. The motion passed 4-1.

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



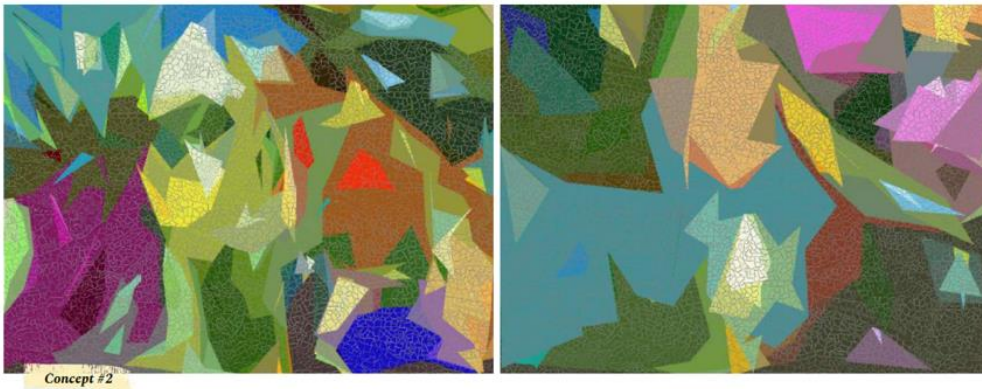
Wall B, Event Center West

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Wall C1 & C2, South Entry

Councilmember Campbell made a motion seconded by Councilmember Odom to approve Concept 2. The motion passed 3-2.

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



Wall C1 & C2, south Entry

**7. Discuss and consider appointments to the Planning and Zoning Commission. Presented by Cynthia Olguin.**

City Secretary Olguin explained the reason for the changes being made to the commissioner’s appointments and reappointments on the Planning and Zoning Commission.

Councilmember Nichols made a motion seconded by Councilmember Elmore to appoint Ed Williams as a regular member of the Planning and Zoning Commission for the remainder of a two-year term expiring in 2025; and a motion to appoint Marie Harris as an alternate member of the Planning and Zoning Commission for the remainder of a term expiring in 2025. The motion passed 5-0

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

Voting Nay:

**8. Discuss and consider Resolution R2024-12-1229 of the City of Hutchins, Texas approving the 2025 City Council Meeting Schedule. Presented by Cynthia Olguin, City Secretary**

City Secretary Olguin presented the proposed 2025 council meeting schedule and answered questions.

Councilmember Nichols made a motion seconded by Councilmember Didehbani to approve Resolution R2024-12-1229. The motion passed 5-0.

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

Voting Nay:

**H. EXECUTIVE SESSION**

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

**10. Pursuant to Texas Government Code Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY. Presented by James Quin, City Administrator**

Mayor Vasquez convened the council into Executive Session at 7:23 p.m.

**I. RECONVENE INTO REGULAR SESSION**

**11. Take action, if any, as a result of Executive Session:**

Mayor reconvened back into Regular Session at 8:02 p.m.

**a. Deliberation regarding economic development negotiations. 1) Project Beckett**

No action taken.

**b. Deliberation regarding the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.**

No action taken.

**J. ITEMS OF COMMUNITY INTEREST**

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

**K. ADJOURN**

Motion made by Councilmember Elmore, seconded by Councilmember Nichols to adjourn the meeting at 8:03 PM. All in favor, the motion passed 5-0.

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

Voting Nay: 0

**PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 6th DAY OF JANUARY 2025.**

APPROVED:

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

ATTEST:

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



## CITY COUNCIL AGENDA STAFF REPORT

**MEETING DATE:** January 6, 2025  
**SUBMITTED BY:** Guy Brown, EDC Ex. Dir.  
**AGENDA CAPTION:** Presentation of Donation to the University of North Texas at Dallas

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

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

**Budget Implications**

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

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

**Staff Recommendation**

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



# STAFF REPORT

**MEETING DATE:** January 6, 2024

**MEETING TYPE:** Regular Council meeting

**SUBMITTED BY:** S. Perry

**AGENDA CAPTION:** [Introducing new police department employees by: [Chief, Steve Perry]

**Background Information**

Animal Services:

Vanesa Guevara

Lara Dewberry

Police Officer:

Presiliana Sanchez

Communications Officer:

Corey Junkin

**Operational Impact**

N/A

**Legal Review**

N/A

**Staff Recommendation**

N/A

**Supporting Documentation and Attachments**

N/A



# STAFF REPORT

**MEETING DATE:** January 6, 2024

**MEETING TYPE:** Regular Council meeting

**SUBMITTED BY:** S. Perry

**AGENDA CAPTION:** [Motorola Radio project completion by: [Chief, Steve Perry]

### Background Information

We completed the P25 radio project cut over on December 5, 2024. We now have communication capability with the majority of the DFW Metroplex.

On Monday, December 16, we utilized the totality of its capabilities when I received a call from the Texas Rangers regarding the escape and subsequent crime spree of 3 juveniles from Hood County. Shortly after dispatching Hutchins PD officers to the last known location of the suspects, I was able to request an interoperability channel from FT. Worth dispatch who controls the channel assignments. Once assigned an interoperability channel, I patched that channel to Hutchins PD primary channel. This allowed our officers to continue their search and maintain vigilance without having to switch channels to communicate with the other involved agencies. Responding Hutchins officers were able to notify all other agencies physically in the area, of what channel we were utilizing for this joint effort. With this new technology, a perimeter was able to be set up utilizing numerous agencies under one incident command. Dallas PD, Dallas County, Ellis County, Dallas Constables, Texas Rangers, DPS, Lancaster PD, and DISD were able to work together to close in on these dangerous subjects. While conducting a search of the area, Detective McCowan got a visual on the suspects and began foot pursuit. Detective McCowan was able communicate their location and direction of travel to all agencies who were in the area, thus preventing further danger to the citizens of Hutchins. I have no doubt that the functionality the new radio system provides was instrumental in bringing this incident to a close.

### Operational Impact

Improved communications for Police and Fire.

### Legal Review

N/A

### Staff Recommendation

N/A

### Supporting Documentation and Attachments

N/A



# STAFF REPORT

<b>MEETING DATE:</b>	January 6th, 2025
<b>MEETING TYPE:</b>	City Council
<b>SUBMITTED BY:</b>	Wanda Randle
<b>AGENDA CAPTION:</b>	Review logo and tagline options for city rebranding initiatives presented by Bandera.

### **Background Information**

Bandera, the branding agency selected by the city to lead the city’s rebranding initiatives has been engaged in the process over the past several months. They have met with city council members, staff, residents, and have conducted a thorough tour of our city to gain a comprehensive understanding of our community, and most recently resurveyed city council.

Tonight, Bandera will be presenting their second presentation of several logo and tagline options to the council for review and consideration. The first presentation was presented on September 16, 2024. Council provided their feedback and requested new options more aligned with the city’s vision. These options have been carefully crafted based on the input and feedback gathered from various stakeholders throughout the branding process.

### **Budget Implications**

N/A

### **Operational Impact**

N/A

### **Legal Review**

N/A

### **Staff Recommendation**

Review and consider desired logo and tag line

### **Supporting Documentation and Attachments**



# STAFF REPORT

**MEETING DATE:** January 6, 2025

**MEETING TYPE:** City Council Meeting

**SUBMITTED BY:** Karen Steward

**AGENDA CAPTION:** Discuss and consider Resolution R2025-01-1230 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CITY OF HUTCHINS PERSONNEL MANUAL BY AMENDING CHAPTER 3, TITLED "LEAVE" BY AMENDING SECTION 3.13 TITLED "MENTAL HEALTH LEAVE POLICY" BY ADOPTING A REVISED MENTAL HEALTH LEAVE POLICY AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Karen Steward, HR Director

### **Background Information**

The Mental Health Leave Policy was adopted on September 1, 2021. The purpose of this policy is to provide guidance in following Chapter 614.015 of the Government Code regarding the use of mental health leave for authorized First Responders employed by the City of Hutchins.

The policy needed to be updated to make clear the responsibilities of both the employee and the employer, as well as adding a confidentiality disclosure.

### **Budget Implications**

N/A

### **Operational Impact**

N/A

### **Legal Review**

Joe Gorfida

### **Staff Recommendation**

Staff recommend passing the resolution.

### **Supporting Documentation and Attachments**

Resolution R2025-01-1230

Exhibit A: Amended Mental Health Leave Policy

**CITY OF HUTCHINS, TEXAS  
RESOLUTION NO. R2025-01-1230**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CITY OF HUTCHINS PERSONNEL MANUAL BY AMENDING CHAPTER 3, TITLED “LEAVE” BY AMENDING SECTION 3.13 TITLED “MENTAL HEALTH LEAVE POLICY” BY ADOPTING A REVISED MENTAL HEALTH LEAVE POLICY AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Hutchins (the “City) periodically reviews its Personnel Manual for compliance with State and Federal laws, policy, and practices; and

**WHEREAS**, the City Council has received a recommendation from the Director of Human Resources to amend the City of Hutchins Personnel Manual, by amending Chapter 3 titled “Leave” by amending Section 13 titled “Mental Health Leave Policy” by adopting a revised Mental Health Leave Policy; and

**WHEREAS**, upon full review and consideration of the recommendation from the Director of Human Resources, the City Council approves amending the City of Hutchins Personnel Manual by amending Chapter 3 titled “Leave” by amending Section 3.13 titled “Mental Health Leave Policy” by adopting a revised Mental Health Leave Policy;

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

**SECTION 1.** The City Council hereby approves amending the City of Hutchins Personnel Manual, by amending Chapter 3, titled “Leave” by amending Section 3.13 titled “Mental Health Leave Policy” by adopting a revised Mental Health Leave Policy, attached as Exhibit “A”

**SECTION 2.** This Resolution shall become effective on January 6, 2025.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Hutchins, Texas on the 6th day of January 2025.

CITY OF HUTCHINS, TEXAS

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

ATTEST:

\_\_\_\_\_  
Cynthia Olguin, City Secretary  
(11-20-2024: 4874-3760-5885)

## EXHIBIT “A” Mental Health Leave Policy

### 3.13 Mental Health Leave Policy

Effective Date: 09/01/2021

Revision Date: 01/06/2025

The City of Hutchins recognizes that mental health is just as important as maintaining physical health. Mental health leave will support staff in maintaining a healthy state of mind while at work and at home. The City supports establishing a workplace that is comfortable, healthy, safe, and supportive.

#### **Purpose**

The purpose of this policy is to provide guidance in following Chapter 614.015 of the Government Code regarding the use of mental health leave for authorized First Responders employed by the City of Hutchins.

#### **Applicability**

This policy only applies to City of Hutchins First Responders defined as sworn police, certified fire fighters, and emergency medical technicians. The Police/Fire Department management will be responsible for communicating and implementing this policy as applicable.

#### **Definitions**

**Emergency Medical Technician** – an individual who is:

- a) Certified as an emergency medical technician under Chapter 773, Health and Safety Code; and
- b) Employed by a political subdivision.

**Fire Fighter** – means a paid employee of a municipal fire department or emergency services district who:

- a) Holds a position that requires substantial knowledge of firefighting.
- b) Has met the requirements for certification by the Texas Commission on Fire Protection under Chapter 419, Government Code; and
- c) Performs one or more of the functions listed below:
  - Fire suppression
  - Fire prevention
  - Fire training
  - Fire safety education
  - Fire maintenance
  - Fire communications
  - Fire medical emergency technology
  - Fire photography
  - Fire administration
  - Fire arson investigation

**Peace Officer** – means an individual described by Article 2.12, Code of Criminal Procedure, who is employed by a political subdivision.

**Scope of Employment** – an activity of any kind or character that has to do with and originates in the work, business, trade, or profession of the employer and that is performed by an employee while engaged in or about the furtherance of the affairs or business of the employer.

**Traumatic Event** – – An event that occurs within a First Responder’s scope of employment that causes them physical, emotional, and/or psychological harm, including vicarious trauma, and which has the potential to interfere with their ability to perform their duties effectively. Traumatic events that occur within a First Responder’s scope of employment can have varying degrees of severity and effect on any individual. Each First Responder may experience the same type of traumatic event differently. Traumatic events may include, but are not limited to, the following:

- An officer-involved shooting.
- A serious injury or death of an employee in the line of duty.
- A serious injury or death of any person as a result of First Responder’s action.
- A multiple casualty incident.
- An in-custody death.

**Mental Health Professional** – A State of Texas licensed: general practitioner, social or mental health worker, counselor, psychotherapist, psychologist, or psychiatrist.

**Mental Health Leave** – Administrative leave with pay granted in response to a traumatic event that occurred within the scope of the First Responder’s employment.

**Policy Guidelines**

Every day First Responders encounter stressful and potentially traumatic events such as shootings, fires, accidents, disasters, and death. These repetitive negative experiences affect not only themselves, but their families, coworkers, and those they are sworn to care for and protect.

When such a traumatic event does occur while in the scope of employment, it is important for management staff to recognize the fact that some employees may be negatively affected and need to be away from work to appropriately process the traumatic incident and perhaps seek mental health assistance from a professional. In addition, it is important to provide support from employees who need it.

All employment benefits and compensation, including leave accrual, retirement benefits, and health plan benefits will continue for the duration of the leave. The paid leave is intended to supplement the employee’s salary up to normal hours for a pay period. It will not be used to provide hours above normal pay period or to accumulate overtime.

The City will not reduce an employee’s sick leave balance, vacation leave balance, holiday leave balance, or other paid leave balance in connection with paid leave taken in accordance with this policy.

**Employer Responsibilities**

Supervisors shall ensure the employer is aware of the Mental Health Leave Policy.

A supervisor who becomes aware of behavioral changes in an employee directly involved in a traumatic event should suggest that the employee seek the assistance of a Mental Health Professional, contact Peer Support (if available), and/or utilize the Department’s Mental Health Leave Policy.

**Employee Responsibilities**

Any First Responder involved in a traumatic event within the scope of their employment shall be entitled to and may request mental health leave. The First Responder shall inform their immediate supervisor as soon as practical but no later than 30 days after the traumatic event or when the officer

knew or should have known of the trauma by submitting a written request for paid Mental Health Leave. The need for Mental Health Leave must be verified by a licensed psychiatrist or a psychologist. The statement from the psychiatrist or psychologist must be submitted with this request.

**Duration of Mental Health Leave**

A First Responder involved in a traumatic event within the scope of their employment may receive up to ten (10) days or eighty (80) hours per qualifying traumatic event.

Mental Health Leave shall be taken consecutively upon approval and will not be taken separately or at a later date.

A First Responder may request an extension of their Mental Health Leave under certain circumstances. A request for an extension shall be made in writing and submitted to the Chief or his designee through the officer’s chain of command. The request may be granted provided the First Responder articulates specific, compelling reasons for the extension. The request for an extension should be submitted within 24 hours of the Mental Health Leave ending or within a reasonable time to allow the request to be reviewed for approval.

The Chief of his designee may grant an extension of up to three (3) working days upon review of the request.

First Responders who have requested Mental Health Leave must provide a “Return to Work” form from a Health professional releasing them to return to duty.

**Confidentiality**

Any request for Mental Health Leave shall be treated as strictly confidential by all parties involved. The request and/or approval shall not be discussed or disclosed outside the employee’s immediate chain of command and only as necessary to facilitate the use of leave.

Confidentiality may be waived under circumstances that indicate the employee is a danger to themselves or others. Department personnel must confer with Mental Health professionals to ensure the employee’s safety.

Supervisors or coworkers participating in gossip or violating confidentiality may be subject to disciplinary action. If a supervisor becomes aware of a confidentiality violation by an employee, then that supervisor shall take appropriate action to address or report the violation.

**Other Mental Health Services/Support Available**

The City of Hutchins offers a health plan that includes access to mental health care<sup>1</sup>. Call the Customer Service or behavioral health number of the back of your member ID card. In addition, there are several local providers that can assist, including but not limited to, the following:

Dallas Behavioral Healthcare Hospital  
800 Kirnwood Drive  
DeSoto, TX 75115  
972-982-0900

Mechell R Guy, LPC  
402 W Wheatland Rd  
Duncanville, TX 75115

<sup>1</sup> The City reserves the right to modify, amend or terminate any of the benefit programs at its discretion and without cause or notice to employees.

972-283-6799

4874-3760-5885, v. 1



# STAFF REPORT

**MEETING DATE:** January 6, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Cynthia Olguin

**AGENDA CAPTION:** Discuss and consider Resolution R2025-01-1231 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER OF THE CITY OF HUTCHINS, TEXAS, FOR THE REMAINDER OF FISCAL YEAR 2024-2025. Presented by Cynthia Olguin

### **Background Information**

Section 52.004 of the Local Government Code provides that the City Council shall, as soon as practical after the beginning of each municipal year, designate a public newspaper of the city to be the official newspaper until another is selected.

On December 11, 2024, Focus Daily News editor Marlon Hanson notified the city that Focus Daily News would cease business with their last printed newspaper scheduled for January 1, 2025. City staff has communicated with two local newspaper vendors, Daily Commercial Record, and Texas Rambler Media, to arrange for a replacement newspaper of record as soon as possible.

Daily Commercial Record submitted an informal proposal detailing pricing, publication schedules, and publication deadlines. They are a primarily a newspaper of record for legal public notices for Dallas County and other surrounding counties, but they will publish print articles/media releases submitted by the city.

Texas Rambler Media did not follow up with any information.

### **Budget Implications**

Rates are based on column layout space, but they are compatible with the rates previously paid per word with Focus Daily News.

### **Operational Impact**

N/A

### **Legal Review**

Resolution and Statement of Facts reviewed by City Attorney Joe Gorfida.

### **Staff Recommendation**

Staff would like to recommend Daily Commercial Record as the newspaper of record for the City of Hutchins for the remainder of fiscal year 2024-2025, and also continue with the Ellis County Press as an alternate newspaper.

**Supporting Documentation and Attachments**

- Focus Daily News Notice of Closure
- Daily Commercial Record
  - Statement of Fact
  - Proposal Requirements
  - Newspaper Pricing Examples
  - References
- Resolution R2025-01-1231

**From:** [Marlon Hanson](#)  
**To:** [Cynthia Olquin](#); [Tim Rawlings](#)  
**Cc:** [Office Email](#)  
**Subject:** Notice Of Closure  
**Date:** Wednesday, December 11, 2024 10:06:17 AM

---

It is with great regret that I must notify you that, at the beginning of 2025, we must cease publishing Focus Daily News due to a decline in advertising and my health.

For each of the past years since COVID began, almost all of our national retail advertisers have ceased advertising in favor of them, sending out their own ads via email, direct mail, digital coupons in-store, or some other method. Our revenue has thus declined by over 80%.

According to a recent report from [Statista](#), there are now only 1,000 dailies in publication.

We appreciate your support over the years. It has been our privilege to work with you and cover the growth of our local communities. We wish you nothing but the very best in the coming years.



Our official last printed newspaper will be the Sunday, January 1, 2025 edition.

Thank you

Marlon & Kristin

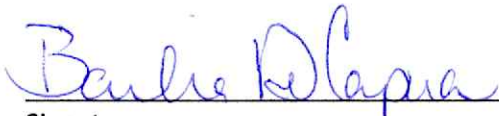
**NEWSPAPER LEGAL ADVERTISING AND PUBLIC NOTICE SERVICES  
STATEMENT OF FACT**

**Below are the legal requirements for any newspaper vendor wanting to perform the services requested. Please review the information and acknowledge whether your company meets these requirements:**

Sec. 2051.044. TYPE OF NEWSPAPER REQUIRED.

- (a) The newspaper in which a notice is published must:
  - (1) devote not less than 25 percent of its total column lineage to general interest items.
  - (2) be published at least once each week.
  - (3) be entered as second-class postal matter in the county where published; and
  - (4) have been published regularly and continuously for at least 12 months before the governmental entity or representative publishes notice.
- (b) A weekly newspaper has been published regularly and continuously under Subsection (a) if the newspaper omits not more than two issues in the 12-month period.
- (c) This section does not apply to the publication of a notice to which Section 2051.0441 applies.

"I, Barbra DeCapua, do hereby certify that my newspaper is distributed generally throughout the City of Hutchins, Texas, at least once weekly, and that the newspaper meets all legal prerequisites of the State and City to provide this service.

	General Manager	12/30/2024
Signature	Title	Date

## PROPOSAL REQUIREMENTS

Please provide **all** information required in each of the following categories *in the following order*. Proposals that do not include all the required information will be disqualified.

### A. Publication History

1. Provide date of establishment. [1888](#)
2. Provide percentage of total column lineage dedicated to general interest items. [Not less than 25%](#)

### B. Circulation Information

1. Provide county or counties of circulation. [Dallas, Ellis, Tarrant, Collin, Parker, Rockwall, Denton, Kaufman County](#)
2. Provide verification that newspaper is published at least once a week.  
[See legal notification that prints on page 2 of each issue.](#)
3. Provide verification that newspaper is a second-class postal matter.  
[USPS Permit No. 142380, also see attached postal report](#)
4. Provide the days of the week that the newspaper is published.  
[Weekday, Monday through Friday](#)

### C. Advertising Schedule

1. Provide number of days per week your newspaper is able to advertise, including the days and corresponding deadlines for submissions.  
[Five days per week, Monday through Friday, excluding major federal holidays. All notices must be received no later than 11:00 am the business day prior to publication. If a price quote or proof is required the deadline is 11:00 am, two \(2\) business days prior to publication.](#)
2. Indicate if email submissions are accepted and include email address to be utilized for submissions.  
[Notices@dailycommercialrecord.com](mailto:Notices@dailycommercialrecord.com)

### D. Pricing Information and formatting

1. Must submit price per column inch, to include a description of the page lay-out (number of columns per page).  
[Newspaper layout is 5 columns per page with 1.5 " wide columns rates as follows:](#)  
1-time publication: \$18.00  
2-time publication: \$23.00  
3-time publication: \$27.00  
4-time publication: \$32.00

[The Daily Commercial Record uses 8 pt font size using Helvetica font for all publications unless customer requests specific font and size. The cost for a 4" ad to publish is as follows below:](#)

[1-time publication \\$72.00](#)  
[2-time publication \\$92.00](#)

[Deadline for quote and/or proof submissions must be 2 business days prior to publication by 11:00 am the business day prior. This will give both parties enough time to review and approve submittal. The affidavit will be emailed on the last date of publication.](#)

### E. References

[Provide the names, addresses, telephone numbers and contact names of at least three local governmental entities that currently utilize your services for legal advertising. See separate reference page that will list three requested local governmental entities that currently publish their legal advertising with the Daily Commercial Record.](#)

LEGAL NOTICES  
CONTINUED

1607: 1751 E. Belt Line Rd, Coppell, TX 75019 01/07/2025 11:30 AM

3788: 585 S MacArthur Blvd, Coppell, TX 75019 01/07/2025 2:45 PM

Marlena Salter; Derek Oneal Lafayette; Michael Hill

3228: 2305 Manana Dr, Dallas TX 75220 01/07/2025 3:15 PM

Nicholas Avila Tools/Appliances

The auction will be listed and advertised on www.storage-treasures.com. Purchases must be made with cash only and paid at the above referenced facility in order to complete the transaction. Extra Space Storage may refuse any bid and may rescind any purchase up until the winning bidder takes possession of the personal property.

12/23,12/30

Pursuant to Chapter 59, Texas Property Code, Advantage Storage, which is located at 5280 Hwy 78 Sachse, TX 750478 will hold a public auction of property being sold to satisfy a landlord's lien online at www.StorageTreasures.com. The auction will end on or around 11:00 am on 01/08/2025. Property will be sold to the highest bidder. Deposit for removal and cleanup is required. Seller reserves the right to withdraw property from sale. Property being sold includes: (Shudana Duncan) Home Décor, Furniture, Mattress, Boxes/Tubs, Misc Items. Contact Advantage Storage @ 972-414-1616.

12/23,12/31

ABANDONED VEHICLES

ABANDONED VEHICLES

The vehicles described below have been impounded in compliance with TDLR Texas Administrative Code Ch 85.703 (f) & Occupations Code. Ch 2303.153 (c), this notice is to apprise the registered owner & lien holders of their right to reclaim the vehicle within 31 days of the date of this notice. Failure to reclaim the vehicles will consent to the sale of the motor vehicle at public auction.

Payment must be made to HBL Towing & Recovery located at 2012 I45, Hutchins, TX 75141.

Texas Department of Licensing & Regulation, VSF LIC. NO. 0658990. For further information, please call 817-900-2222. Vehicles can be claimed 24 hours a day, 7 days a week. Total charges cannot be calculated until the vehicle is claimed. Storage accrues daily at \$22.85 plus tax for light duty and \$39.99 plus tax for vehicles over 25' per day.

FIRST PUBLIC NOTICE DODHE SPORTMAN RV. APPROXIMATE FEES AS OF 12/20/2024 \$1000

For questions or complaints contact TDLR https://www.tdlr.texas.gov/

12/23

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FIRST PUBLIC NOTICE TEXAN CARGO TRAILER, APPROXIMATE FEES AS OF 12/23/2024 \$750

For questions or complaints contact TDLR https://www.tdlr.texas.gov/

12/23

United Tows L.L.C 7054 S. CENTRAL EX-PRWY-DALLAS TX 75216 OFFICE: 214-309-9100 TEXAS DEPARTMENT OF LICENSING AND REGULATION

STORAGE FACILITY LICENSE NUMBER # 0572743VSF www.tdlr.texas.gov

Failure of the owner or lienholder to pay all towing, preservation, notification, storage fees and reclaim their vehicle listed below is a waiver by that party of all

right(s), title(s), and interest in the vehicle and constitutes a consent to the sale of the vehicle at public auction.

VEHICLES CAN BE RECLAIMED 24/7

1st Notice: ABANDON VEHICLES TO BE SOLD IN 45 DAYS FROM THE DATE OF THIS NOTICE AT:

7203 S CENTRAL EXPWY DALLAS TX, 75216. TOW FEE \$121.00, NOTIFICATION FEE \$50.00, IMPOUNDMENT FEE \$22.85, A DAILY STORAGE CHARGE OF \$22.85 A DAY, PLUS SALES TAX.

CAR#, MAKE, MODEL, YR, VIN, TOTAL CHARGES, DATE TOWED, 263803 Ford F-150 2 0 0 1 1 FTRW07L41KE14460 \$193.32 12/19/2024

12/23

BID NOTICES

6.5" will cost \$149.50

The Carrollton-Farmers Branch ISD is soliciting Request for Proposals from the Purchasing Office at 1505 Randolph Street, Carrollton, Texas 75006 until:

3:00PM, Monday, January 6, 2025 for RFP 2024-12-065 2018 Bond RTU Purchase (Huie, Grimes, Services Center, and ESDC).

Additional information may be obtained by calling 972-968-6330 or by accessing the Purchasing website at https://www.cfbisd.edu/departments/purchasing. Vendors must be a member of our lon-Wave system, a one-time free registration is required to access and complete the bid. All specifications, evaluation criteria and instructions can be found in the system at https://cfbpurchasing.ion-wave.net/Login.aspx. Please reference the above listed bid. And also until

3:00PM, Monday, January 6, 2025 for RFP 2024-12-066 2023 Bond RTU Purchase (Round 2).

Additional information may be obtained by calling 972-968-6330 or by accessing the Purchasing website at https://www.cfbisd.edu/departments/purchasing. Vendors must be a member of our lon-Wave system, a one-time free registration is required to access and complete the bid. All specifications, evaluation criteria and instructions can be found in the system at https://cfbpurchasing.ion-wave.net/Login.aspx. Please

reference the above listed bid

12/16,12/23

REQUEST FOR BIDS/PROPOSALS

Request for Bids will be received and opened by the Dallas College Procurement Department, phone 972/860-7771 via Electronic Submittal. Due February 24, 2025, no later than 2:00 pm. RFQ-2024-807687, The Dallas College Downtown Development Project, Dallas, TX. Buyer: Joana Rangel; Advertising on 12/16/24 & 12/23/24. Note: Bid documents can be downloaded through our new online bidding and eProcurement Sourcing system, Workday at https://dallas-college-public-portal.us.workdayspend.com.

3" will cost \$69.00

12/16,12/23

CITY OF GARLAND

The City of Garland is accepting bids for Bid 0083-25 2023 Alley and Wastewater Improvements. Bid documents are available at garlandtx.ionwave.net or by calling 972-205-2415. Public bid opening: 1/14/25 3:00 pm CST at 200 North Fifth St. Garland, TX 75040.

2" will cost \$46.00

12/16,12/23



REQUEST FOR PROPOSAL 303-25 MEP CONTRACTED SERVICES WITH PARTS

The Garland Independent School District (GISD) will be accepting proposals for MEP Contracted Services with Parts until 1:00 P.M., January 23, 2025 at the GISD Purchasing Construction Bond Department, 701 N. First Street, Garland, Texas 75040.

Beginning December 20, 2024, the CSP information will be available at: https://garlandisd.net/connect/how-do-business-us/current-bidrfp-opportunities

NOTE: GISD is closed December 23, 2024 - January 3, 2025.

3.5" will cost \$80.50

12/20,12/23

CITY OF GARLAND

The City of Garland is accepting bids for Bid 0083-25

2023 Alley and Wastewater Improvements. Bid documents are available at garlandtx.ionwave.net or by calling 972-205-2415. Public bid opening: 1/14/25 3:00 pm CST at 200 North Fifth St. Garland, TX 75040.

12/23,12/30



Change in Dallas County's Solicitation Platform Effective December 19, 2024, Dallas County Purchasing Department transitioned to BidNet for its bidding platform, please visit https://www.dallas-county.org/departments/purchasing/ for transition information.

2.25" will cost \$60.75

12/23,12/30,1/6

PUBLIC NOTICES

LEGAL NOTICE:

Village Tech Schools and Eagle Advantage Schools, Inc. dba Advantage Academy sealed proposal for vended meals will be received at 618 West Wheatland Rd, Duncanville, TX 75116 until 4 pm on Thursday, January 13, 2025, and will then be publicly opened 4:15 pm the same day. Village Tech Schools and Eagle Advantage Schools, Inc. reserves the right to accept or reject any or all proposals as may be deemed in the best interest of both school districts. To obtain a copy of the Request for Proposal, contact: David Williams, Superintendent, at 214-276-5820 or email at dwilliams@villagetechnschools.org.

3" will cost \$69.00

12/16,12/23

CITY OF UNIVERSITY PARK

PLANNING AND ZONING COMMISSION UNIVERSITY PARK, TEXAS PUBLIC HEARING NOTICE

January 14, 2025

The Planning and Zoning Commission of the City of University Park will hold a public hearing at 5:00 PM on Tuesday, January 14, 2025, in the

## REFERENCES

Please list five (5) Work References.

1. Company Name: City of Garland , Liz Segura  
Company Address: PO Box 469002  
Company Phone Number: (972) 205-2416 Company Email: esegura@garlandtx.gov  
Dates Held Contract: \_\_\_\_\_ Contract Amount: \_\_\_\_\_  
Work Description: Newspaper advertising  
\_\_\_\_\_  
\_\_\_\_\_
  
2. Company Name: Dallas County Sheriff's Department , Melda Cruz  
Company Address: 133 N. Riverfront Blvd. LB-31 Dallas Tx 75207  
Company Phone Number: (214) 653-2988 Company Email: Melda.Cruz@dallascounty.org  
Dates Held Contract: \_\_\_\_\_ Contract Amount: \_\_\_\_\_  
Work Description: Print sheriff/tax sale notices  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Company Name: Dallas County Purchasing  
Company Address: 500 Elm Street, Suite 5500 Dallas, TX 75202  
Company Phone Number: (214) 653-6574 Company Email: jasmin.bailey@dallascounty.org  
Dates Held Contract: \_\_\_\_\_ Contract Amount: \_\_\_\_\_  
Work Description: Newspaper advertising: Bid, public notices, public sales, auctions  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Company Name: City of University Park, Christine Green  
Company Address: 3800 UNIVERSITY PARK University Park, TX 75205  
Company Phone Number: (214) 987-5302 Company Email: cgreen@uptexas.org;  
Dates Held Contract: \_\_\_\_\_ Contract Amount: \_\_\_\_\_  
Work Description: Newspaper advertising for all departments  
\_\_\_\_\_  
\_\_\_\_\_
  
5. Company Name: Public Storage, Inc., Sandra Fleming  
Company Address: 502 E. Lamar Blvd. Arlington, Texas 76011  
Company Phone Number: (972) 546-0364 Company Email: sfielding@publicstorage.com  
Dates Held Contract: \_\_\_\_\_ Contract Amount: \_\_\_\_\_  
Work Description: Newspaper advertising for public sales  
\_\_\_\_\_  
\_\_\_\_\_

**CITY OF HUTCHINS, TEXAS  
RESOLUTION NO. R2025-01-1231**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS,  
DESIGNATING AN OFFICIAL NEWSPAPER OF THE CITY OF HUTCHINS,  
TEXAS, FOR THE FISCAL YEAR 2024-2025.**

**WHEREAS**, Section 52.004 of the Local Government Code provides that the City Council shall, as soon as practical after the beginning of each municipal year, designate a public newspaper of the city to be the official newspaper until another is selected;

**WHEREAS**, Daily Commercial Record is a newspaper vendor that meets the criteria outlined in Section 2051.044 Texas Government Code for a newspaper of record in which a notice is published.

**WHEREAS**, the City Council finds that Daily Commercial Record:

1. Devotes not less than 25% of its total column lineage to general interest items;
2. Is published at least once each week;
3. Is entered as 2nd class postal matter in the county where published; and
4. Has been published regularly and continuously for at least 12 months before the governmental entity or representative publishes notice; and

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

**Section 1:** The City Council for the City of Hutchins hereby designates Daily Commercial Record as the official newspaper, and Ellis County Press as the alternate newspaper, the same to continue as such until another is selected, and shall cause to be published therein all ordinances, notices, and other matters required by law or by ordinance to be published.

**Section 2:** Should any word, phrase, paragraph, section, or portion of this resolution be held to be illegal, invalid, or unenforceable, the legality, validity, and enforceability of the remaining portions of the resolution shall not be affected thereby, and each such illegal, invalid, or unenforceable word, phrase, paragraph, section or portion shall not affect the resolution as a whole.

**Section 3:** This resolution shall become effective immediately upon its passage.

**PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL ON THIS 6TH DAY OF JANUARY 2025.**

APPROVED:

\_\_\_\_\_  
MARIO VASQUEZ, MAYOR

ATTEST:

\_\_\_\_\_  
CYNTHIA OLGUIN, CITY SECRETARY



# STAFF REPORT

**MEETING DATE:** January 6th, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Wanda Randle

**AGENDA CAPTION:** Discuss and consider Resolution R025-01-1232 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY AND TURNING ART FOR PROFESSIONAL SERVICES FOR FREE STANDING EXTERIOR SCULPTURE ART AT CITY HALL IN AN AMOUNT NOT TO EXCEED \$105,100.00; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Wanda Randle

### Background Information

The new City Hall Architectural design included patio space for sculpture art to be integrated into art in public spaces, enhancing the architectural aesthetics and community engagement of the facility. This project is part of the current budget and does not require a new budget proposal.

The concept is to activate the City Hall patio with an impressive and monumental Existing, Free Standing Exterior Sculpture that complements the overall architecture & design of the building, as well as the statement mosaic which will act as a backdrop to the sculpture. The immersive artwork will be approachable, intriguing, and roughly human scale. The sculpture will take foot traffic & flow into account and be easy to maneuver around as to not interrupt the path of travel. This sculpture will add to the site's first of a kind mosaic and be yet another destination for the public.

**APPROX. SIZE ::**

**6'H x 3'W x 3'D+/-**

**MATERIAL ::**

**Stainless Steel, Bronze, Aluminum, Resin [TBD]**

**ANTICIPATED WEIGHT ::**

**~200-700lbs; Dependent on material & scale**

Our research into the scope of work has led us to propose that the City Council consider authorizing the City Administrator to approve a Professional Service Agreement with Turning Art, with a total cost not to exceed \$105,100.

The design will be inclusive, appealing to all ages and demographics, fostering a sense of community and belonging. The art sculptor is envisioned to become a staple within the city, aligning with our objectives under the Art in Public Places category

**Budget Implications**

**\$75,600 - \$105,100**

**Operational Impact**

N/A

**Legal Review**

Legal has reviewed and approved previous contract with Turning Art and will review all future contracts.

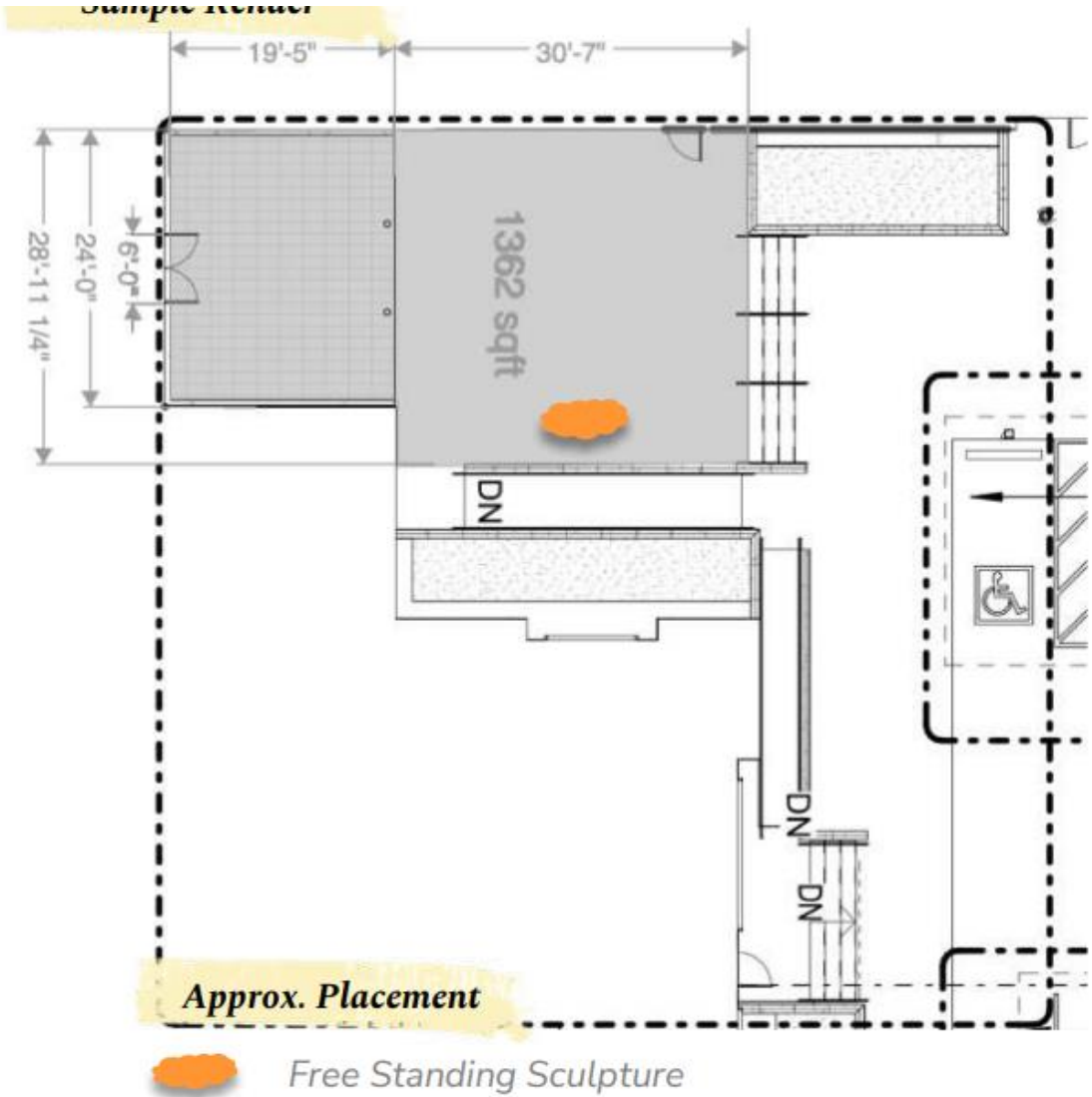
**Staff Recommendation**

Staff recommends moving forward with **Turning Arts Sculpture Selection** to add art that will enhance the public experience at the new City Hall and to solidify Hutchins' identity through artistic expression

**Supporting Documentation and Attachments**

# Turnkey Services

- Project management & coordination with client team including Project Manager, Architect & Designers, etc. ✓
- Art configuration development & refinement ✓
- Artist recruitment & onboarding ✓
- Draft & management of Artist RFP ✓
- Informational collateral & support ✓
- Design & Curation management of all artwork ✓
- Procurement & fabrication coordination ✓
- Shipping & handling ✓
- Logistics coordination ✓
- Equipment & materials ✓
- Delivery & installation ✓
- Installation insurance ✓
- Tech-enabled placards ✓
- Professional site photography ✓
- Product Warranty [*Level of warranty dependent on selected artist/partner/material*]. *Should issues arise with or after installation, TurningArt will work with the project team to bring appropriate solutions to the table on a case-by-case basis.* ✓





ACTIVATION A :: CITY HALL MOSAIC for EVENT CENTER NORTH, Concept #1, Revised Rendered View



Confidential & Proprietary Information

Turning Art

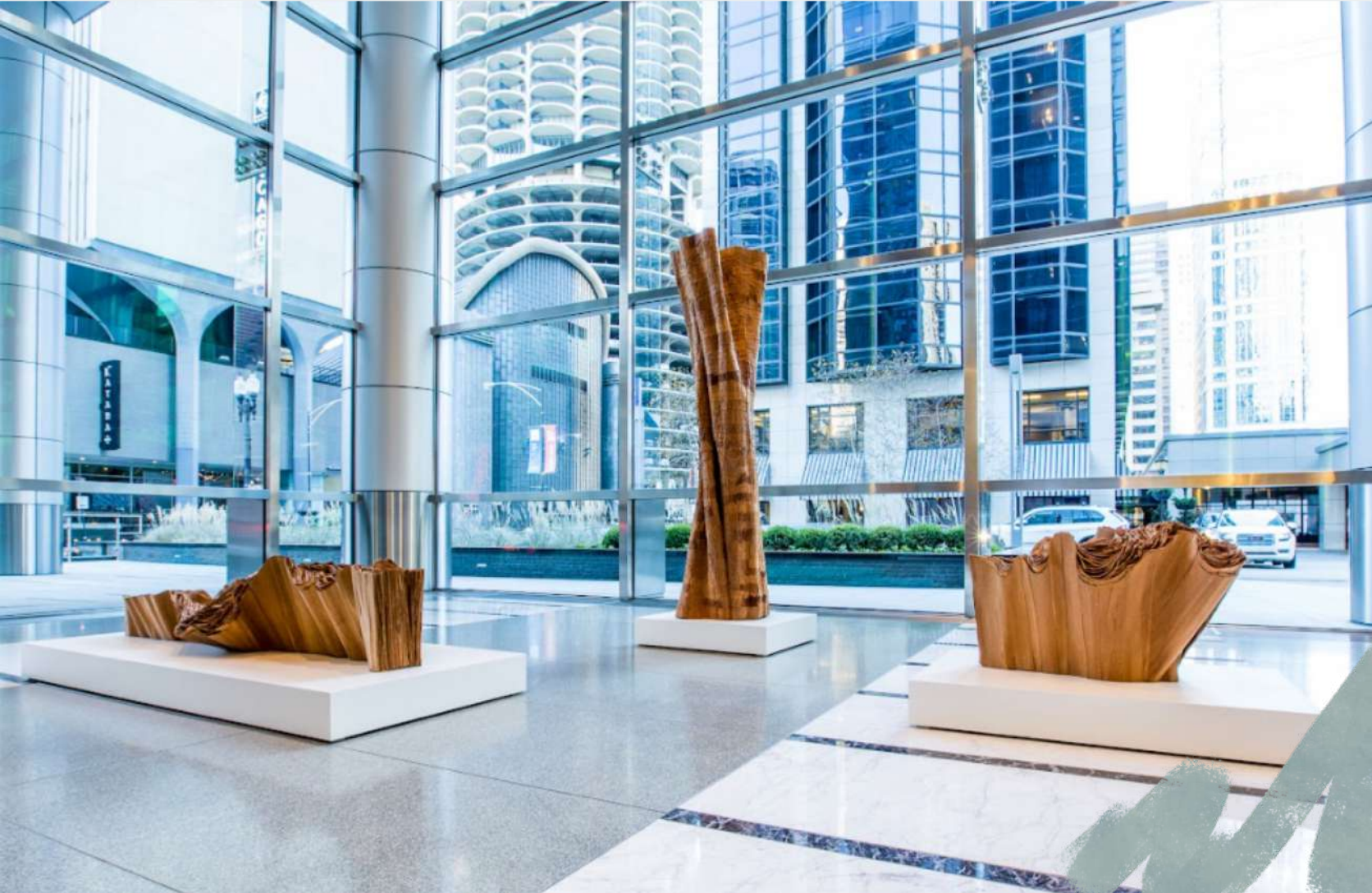
ART CONSULTANT SERVICES PROPOSAL FOR

# *City of Hutchins :: City Hall*

PREPARED BY

Erin Doherty | Senior Art Advisor | [erin@turningart.com](mailto:erin@turningart.com)

Aubrey Thorp | Senior Art Advisor | [aubrey@turningart.com](mailto:aubrey@turningart.com)



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III. Project Plan	24
IV. Art & Design	27
V. Process	39
VI. Budget	42
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# *About Us*



# Our Mission

We believe in the **power of art** to create a more inspired world.

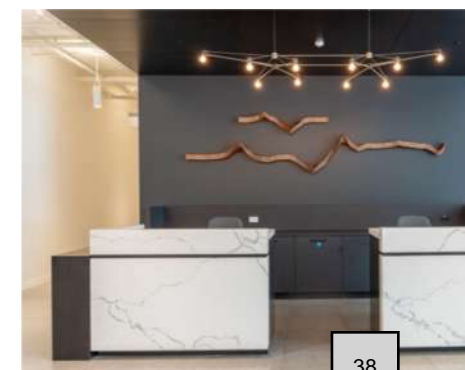
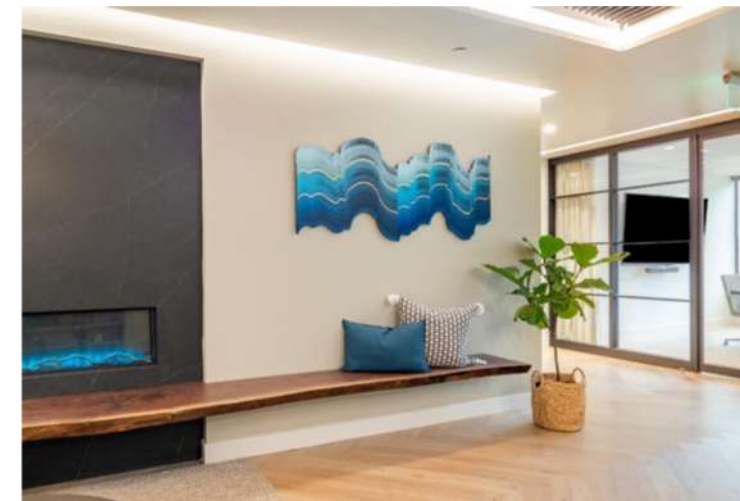
Our mission is to bring the creativity of today's artists into our everyday experience in order to create connections between local artists and their communities.



# We create Dynamic Spaces

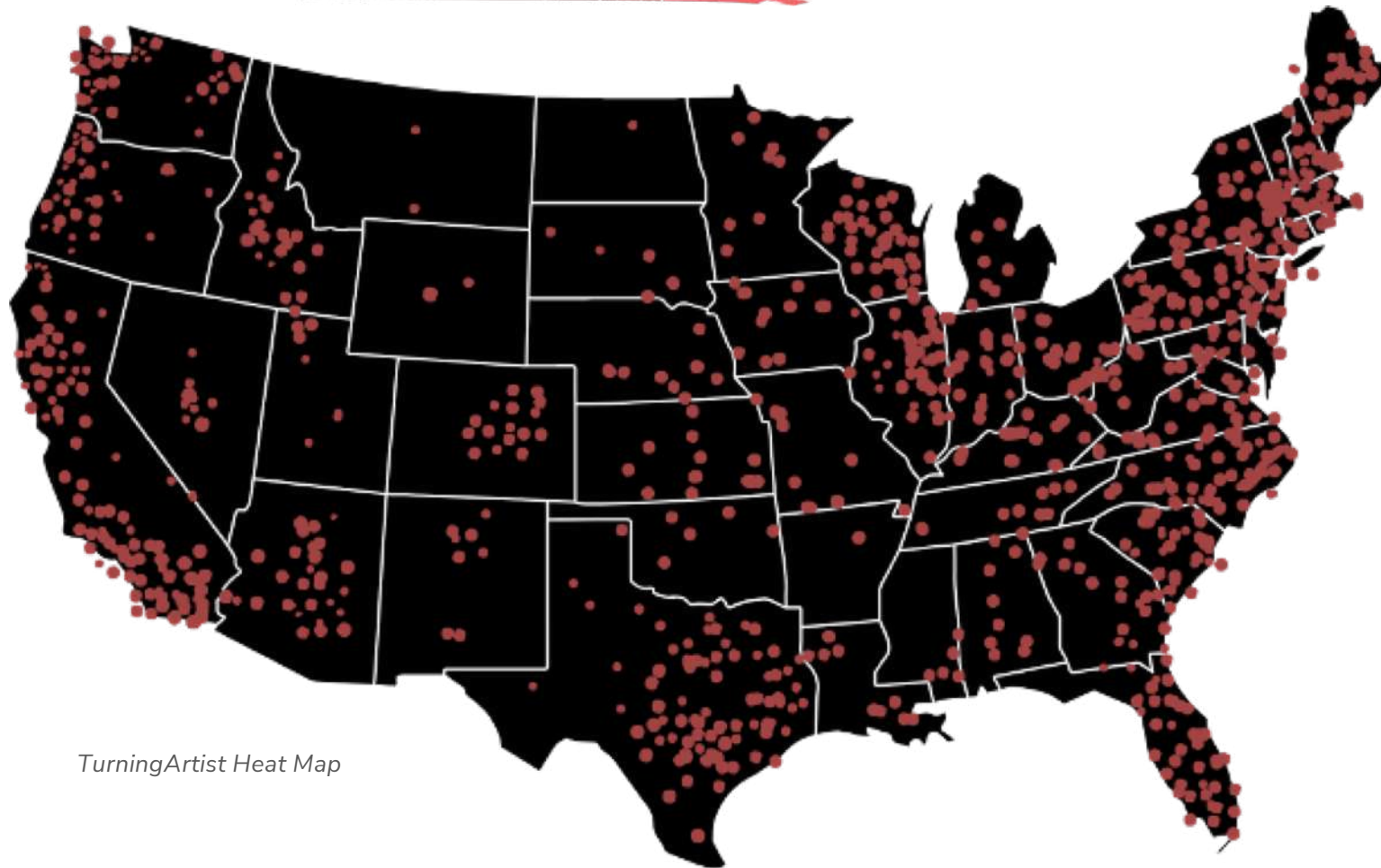
TurningArt has guided the curation and design process for artwork programs across a variety of spaces as large as 1M+ square feet and as small as a one bedroom apartment. We partner with corporate clients and artists from all walks of life to enhance experiences in healthcare, hospitality, institutional, office spaces, residential and commercial real estate settings. Every program is built with a deep understanding of the client and their intentions for the experience of their space.

Our **concept-driven installations** can include any art; from prints to originals, vinyls to murals, and sculptures to site specific installations.





# Local flavor, National Presence



TurningArtist Heat Map

Our extensive network of **over 3,000 artists**, dedicated team, and established vendor relationships extend nationwide, positioning us as the go-to solution provider for clients seeking streamlined project management from start to finish, no matter where their physical spaces are located.



# Our Commitment to Artist Empowerment



TurningArtist Aida Murad



## Full Agency for Artists

Our artist agreements are open, meaning we don't ask artists to limit where and how they sell their work. We believe that giving artists agency in their careers gives them the best chances of success.

## Always Free

Showing artwork on TurningArt is entirely free, and always will be. No membership fees are required, and there are no overhead costs to get started.

## Easy & Accessible

We take care of all production and logistics associated with our print programs and manage the design process for commissioned work, so that our artists are free to focus on making their work.

*Learn more about our Artists on our In Studio Blog!*

<https://blog.turningart.com/in-studio>



# We are 100% Turnkey



### DEDICATED ART ADVISORY

Your Art Advisor will manage the entire project, from budget and scope development to curation, to installation management



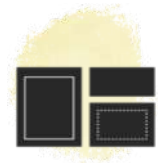
### DESIGN & CURATION

Art placement recommendations to scale and aesthetic finish, and expert curation inspired by space design, furniture and finishes



### ON SITE CONSULTATIONS

Through local professionals and technology, we assess and keep your space relevant.



### PRODUCTION & TREATMENTS

All assembly is provided by the best of the fine art industry, nation wide, so you do not have to source any printers, framers, art, or artists.



### INSTALLATION

No need to unpack, sort, find hardware, our professional Art Handlers will stage, hang, and keep things level.



### SHIPPING, HANDLING, & DELIVERY

Shipping is always included, Artwork will arrive safely, on time, and ready to hang!



### INSURANCE & LIABILITY

All services and artwork are fully insured, we've got you covered!



### TECH-ENABLED PLACARDS

Gallery-style placards synced with QR code to learn more about the collection from your smartphone.



### PROFESSIONAL PHOTOGRAPHY

Complimentary post-installation photoshoot, option social media blast, hi-res files for your own marketing,



*Limited-Editions*

*Vinyl*

*Murals*

*Originals*

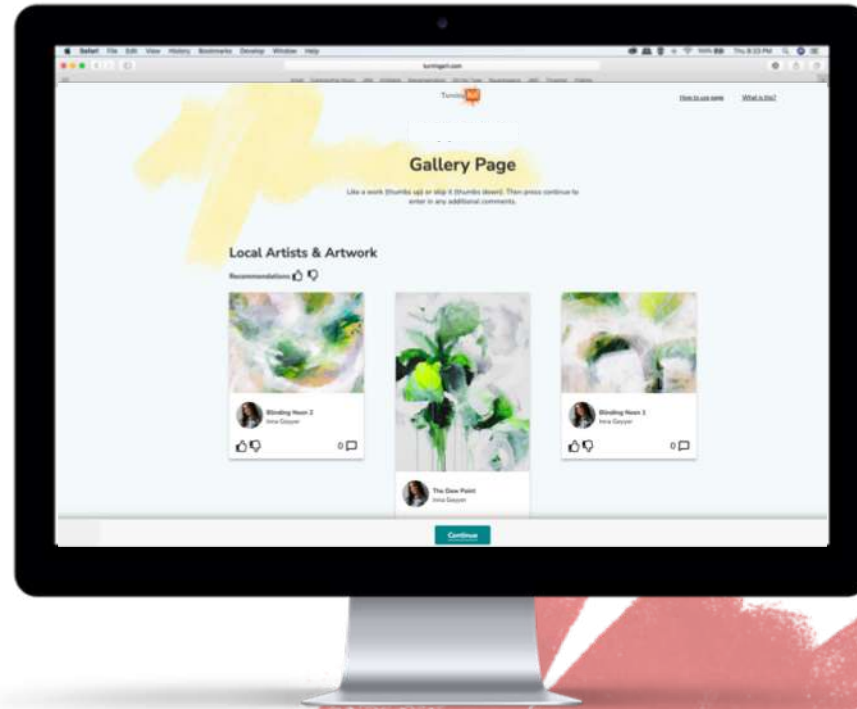
*Commissions*

*Digital*



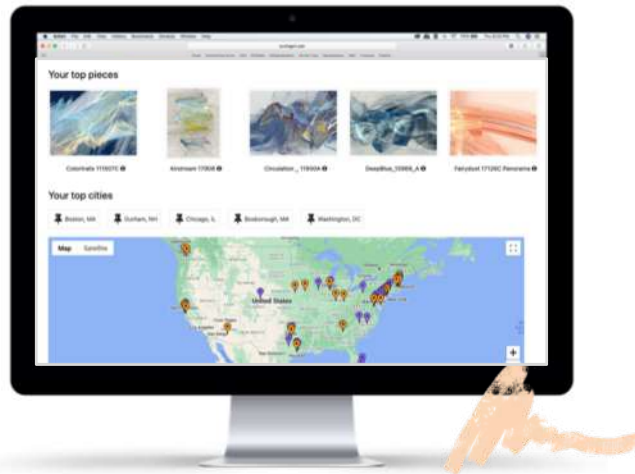
# *We encourage* Easy, Collaborative Art Selection

Our custom-built set of online voting tools have streamlined the art selection process for hundreds of project managers, designers, and executive-level decision makers across tens of thousands of pieces. Our voting software makes art selection a uniquely engaging, collaborative and highly efficient experience.

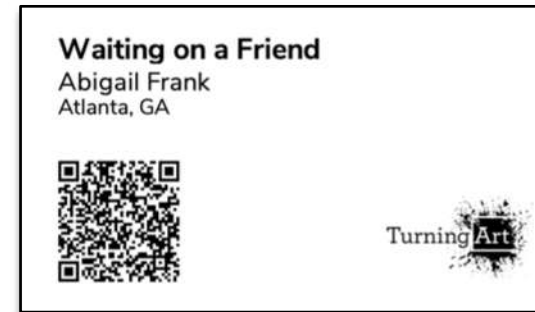




# Our Custom Artist Dashboard & Engagement Tools



Through TurningArt's free-for-artist platform, our artists boost their career path to becoming full time artists. All tracked through their own personal statistics dashboard (see snapshot below!), Artists earn industry leading commission percentages, monthly royalty revenue, regular sales and countless exposure opportunities across the country!

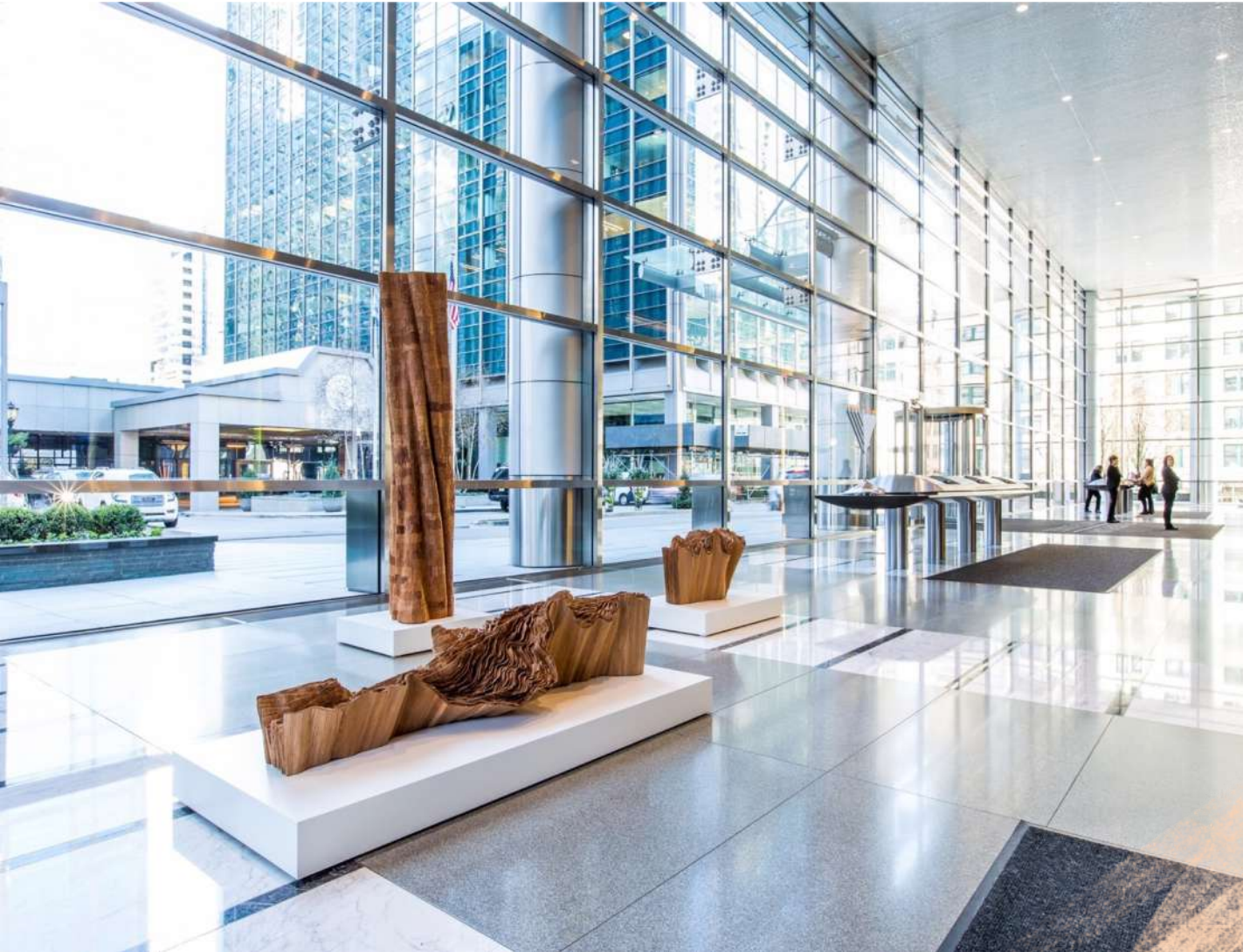


Every piece in your collection comes with a tech-enabled 3.5"x2" mat board placard for display via command strip for easy removal. Each placard includes a QR code that navigates to the artist's piece page. This way, all tenants can learn more about the art and the artist, with options to support and share. Customizations available upon request.

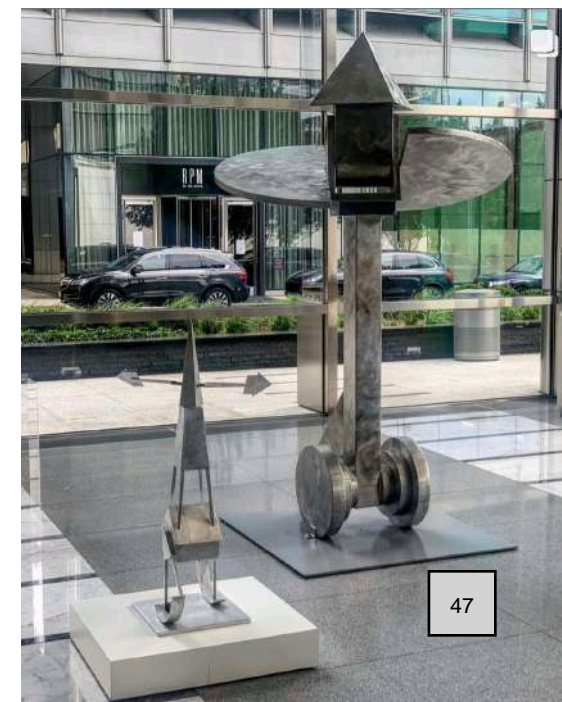
# *Experience*



## 353 N Clark



Managed by CBRE and in the heart of downtown Chicago, 353 N Clark features the work of local sculptors with rotation on a semi-annual basis. Selections to date have included Barbara Cooper, Dusty Folwarczny, Allisvon Svoboda, and Peter Gray. All three dimensional artists working in monumental scale, but in a variety of different media including wood, steel, aluminum and paper. Each exhibition is accompanied by a custom designed brochure and complimentary two dimensional work to enhance the tenant experience.





# UT Health



In early 2023, TurningArt kicked off a multi-year project with UT Health to oversee the full artwork buildout for the Multispecialty and Research Hospital on the San Antonio Campus. In direct collaboration with the UTHSA Office of Institutional Advancement, committees, volunteers, community members and artists, TurningArt is creating an environment that embraces UTHSA's human-centered mission to serve the community through education, discovery, and clinical care through a thoughtfully-curated artwork collection. The 250+ piece collection will include suspended sculpture, site specific installations, exterior murals and sculptures, and various wall mounted original and print artworks that will celebrate the traditions and history of the San Antonio community, with the theme of hope at its core. This project is a community funded effort with close collaboration across all user groups to ensure seamless execution.



Section F, Item 9.





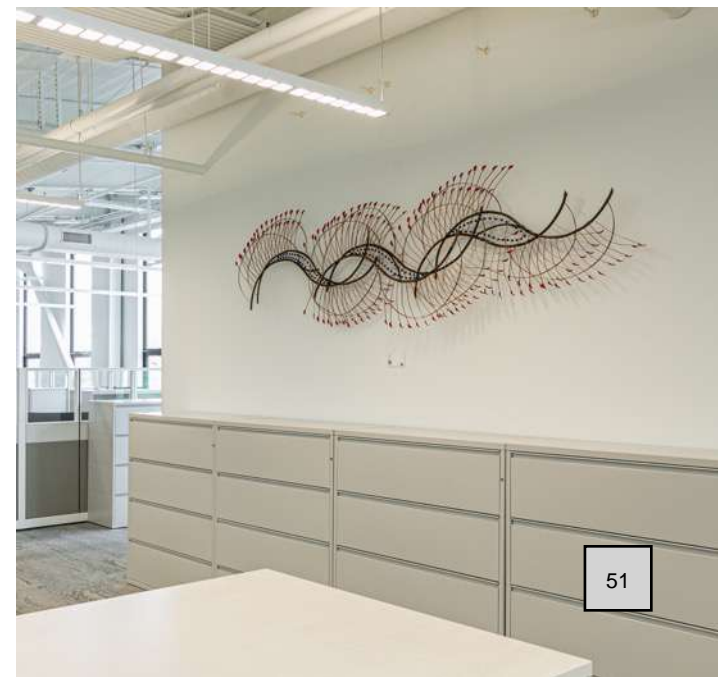
## Oregon State Treasury :: Mill Creek

The new Headquarters for the Oregon State Treasury is located in a building built to withstand calamity. Sitting on “base isolators” that can drastically reduce the shaking of an earthquake, the building has the capability of going completely off the grid if necessary. TurningArt collaborated with the Oregon State Treasury to create an artwork program designed to capture the ethos of this building and delight its inhabitants and visitors.

*“As a state institution, it is important for us to have an office where local artists and the state of Oregon are well represented. We wanted to showcase a diversity of talent and TurningArt felt like the perfect fit to accomplish this goal. Helen and her team expertly curated a variety of photographs and paintings ranging in style from representational to abstract that beautifully encapsulate Oregon’s character.”*

– Byron Williams, Chief Administrative Officer



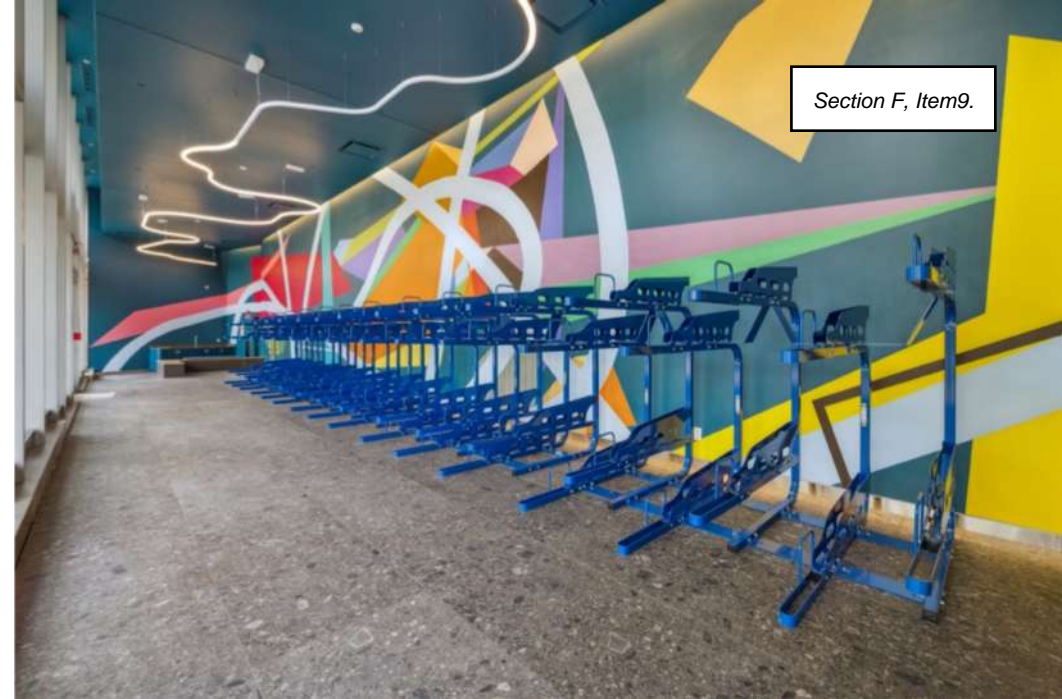




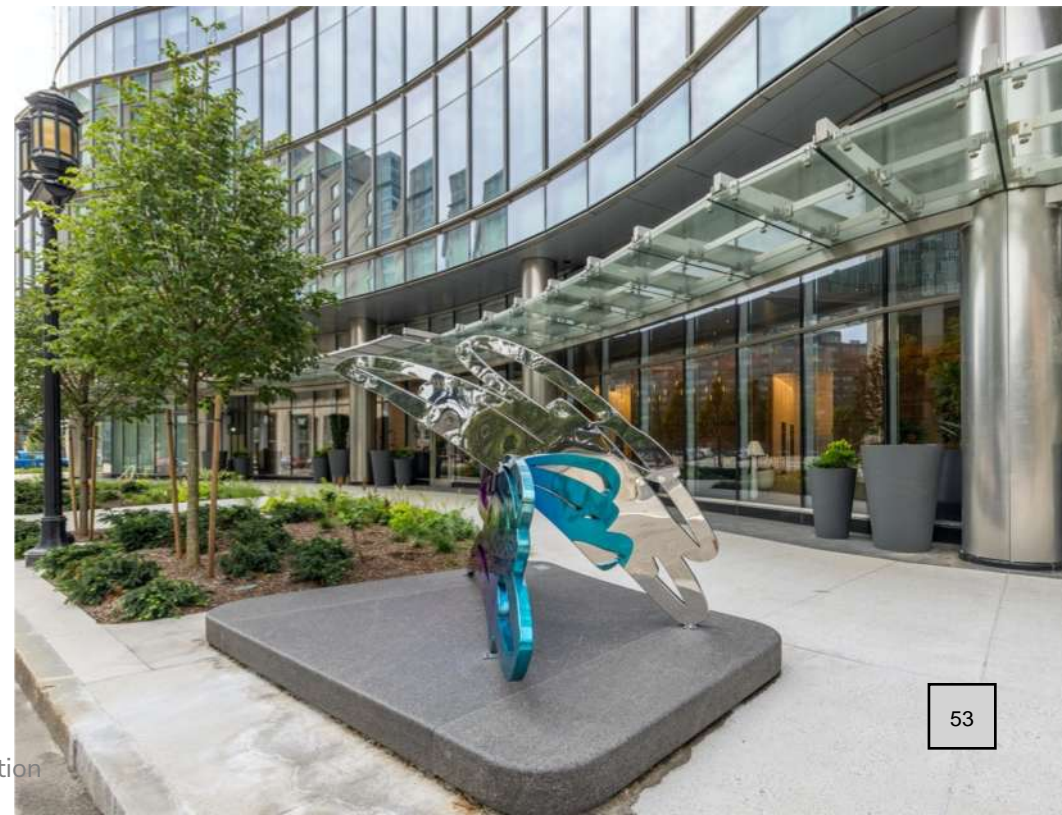
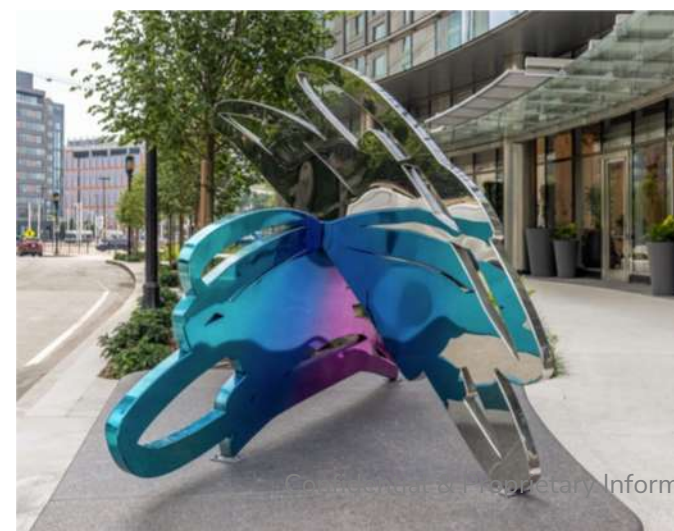
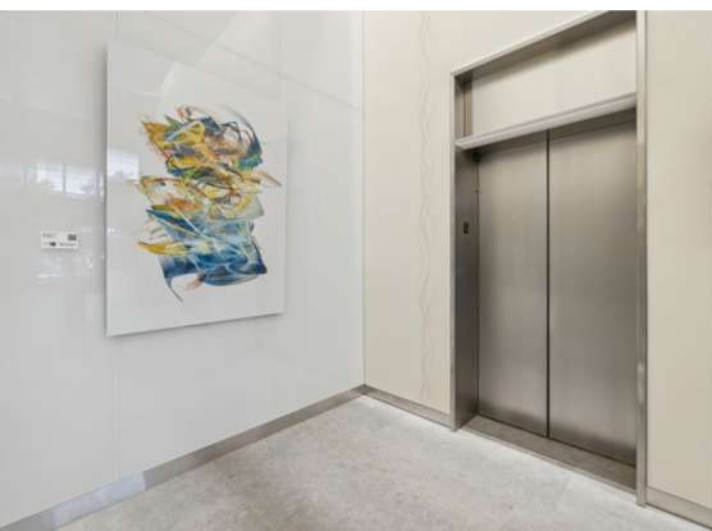
## 601 Congress :: Seaport Science Center

Seaport Science Center is BioMed Realty's 492,000 square foot flagship location in the Boston's Seaport. Seaport Science Center is at the forefront of both life science enterprise and innovation, offering next generation lab design that is deep rooted to the true meaning of research and discovery. TurningArt partnered with BioMed Realty to bring dynamic art programming to it's public spaces, including two custom large-scale exterior sculptures, and two 500+ square feet hand-painted murals. Artists were carefully selected for their ability to contribute to a cohesive art experience with universal appeal, and to develop visually striking and conceptually compelling designs that create an inspiring backdrop for the life science community to connect and innovate.



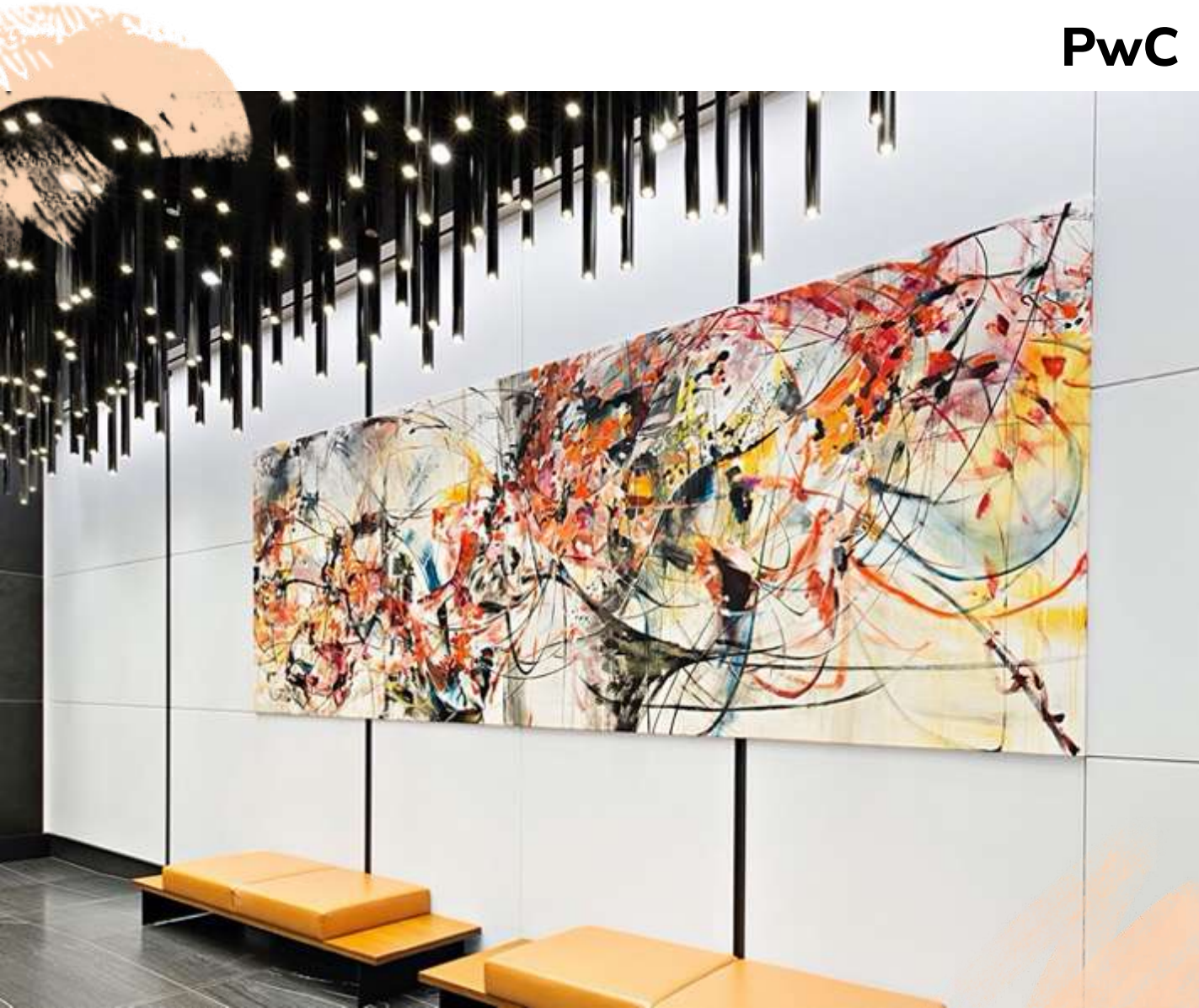


Section F, Item 9.

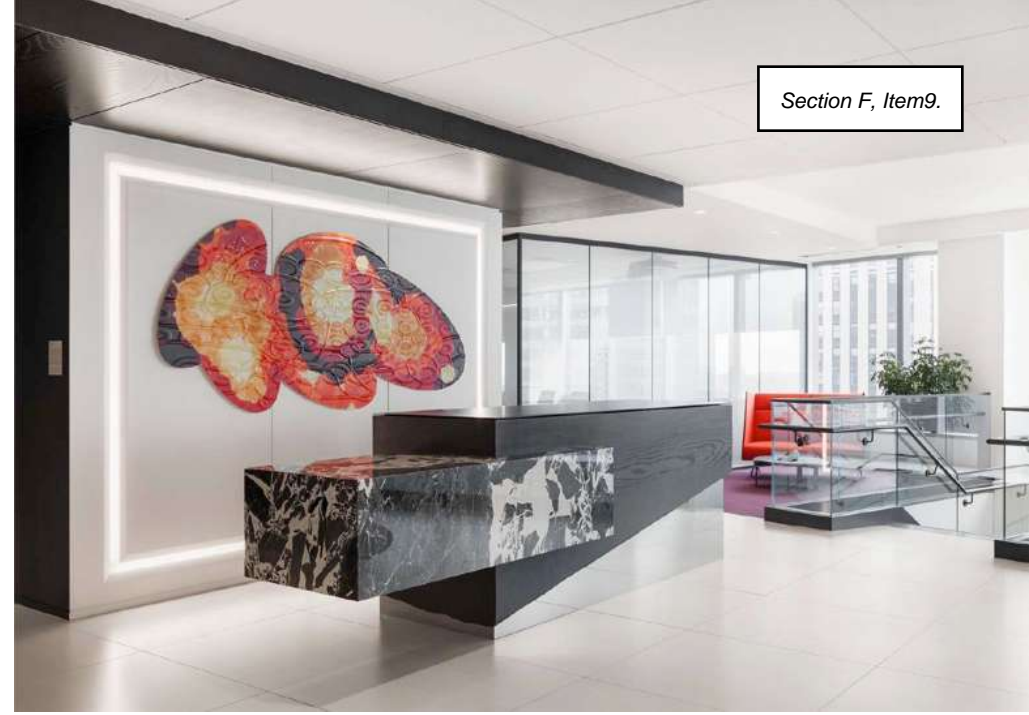




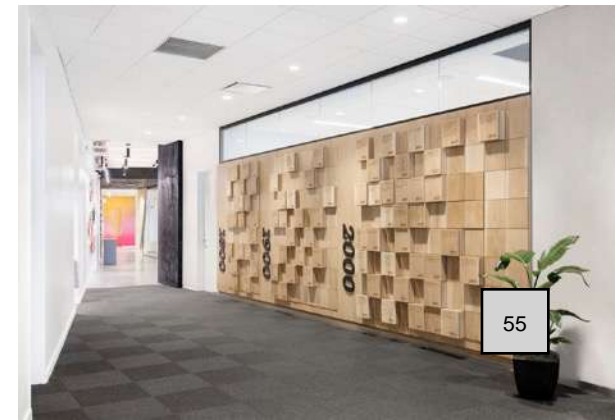
## PwC

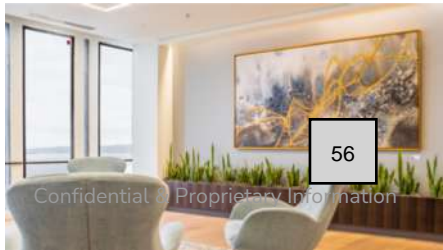
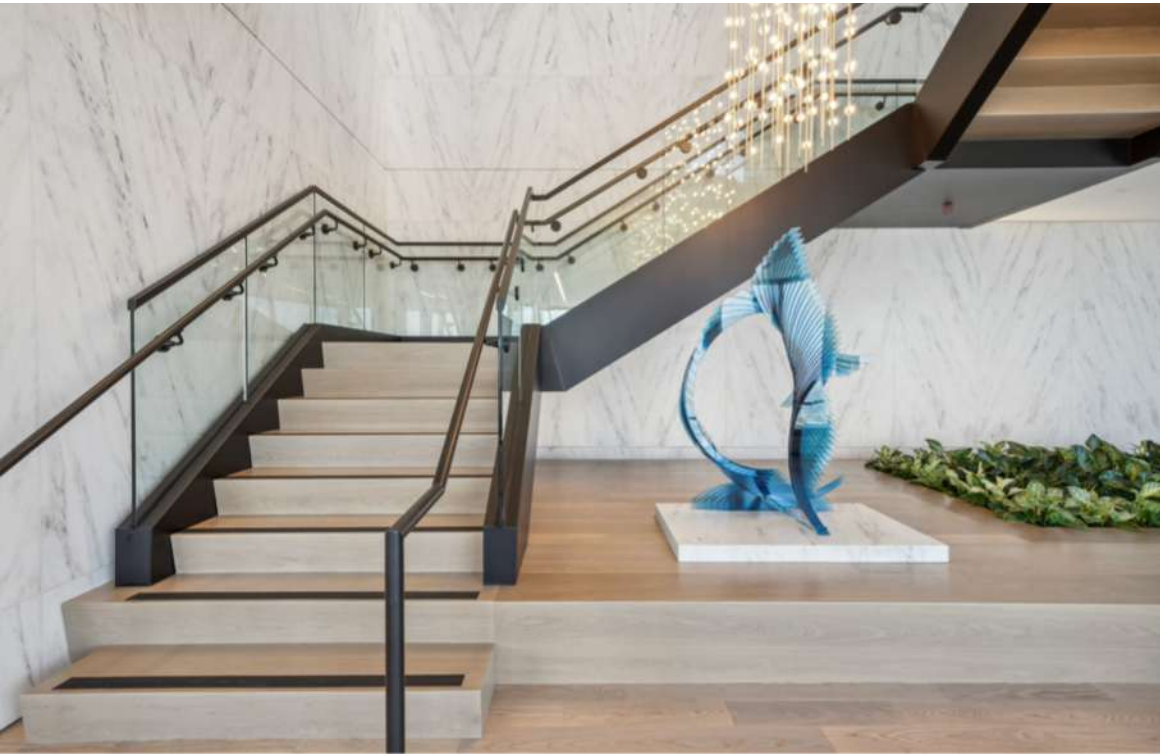


The refresh of PwC's office design strategy kicked off with a renovation of the national headquarters. All art, graphics, and design told a story of New York's concrete jungle aesthetic; a unique combination of clean lines and structure contrasted by the raw organic human element imbedded in the city's energy. This multi-million multi-year contract includes prints, vinyl graphics, hand painted murals, original paintings, wall mounted sculpture and a full scale History Wall. TurningArt serves as PwC's exclusive art provider, outfitting all newly renovated spaces including Los Angeles, San Francisco, San Juan, St. Louis, Albany, Denver, and Chicago offices.



Section F, Item9.





# *Project Plan*





TurningArt is excited for the opportunity to continue our partnership with the City of Hutchins to **expand their artwork collection with a monumental sculpture** at their new City Hall building. As the 'First of a Kind' in their city, the public artworks will act **as a focal point & destination for the public**. As we finalize designs for the phase 1 artwork – exterior mosaics – we look forward to sourcing **monumental exterior sculptures to complement the bespoke, statement designs created by local artists**. We will continue to work closely with the architect and design team, buildout team, and various stakeholders to realize the city rebrand vision, understanding that City Hall will lay the groundwork for the future of Hutchins.

This proposal includes a preliminary project plan and approach for an exterior sculpture, artist highlights, and a detailed process with turnkey pricing estimates. TurningArt will act as both creative leaders and project managers for the artwork buildout, overseeing all aspects of a complex process to ensure artwork is delivered on time and as expected.

**GOAL**

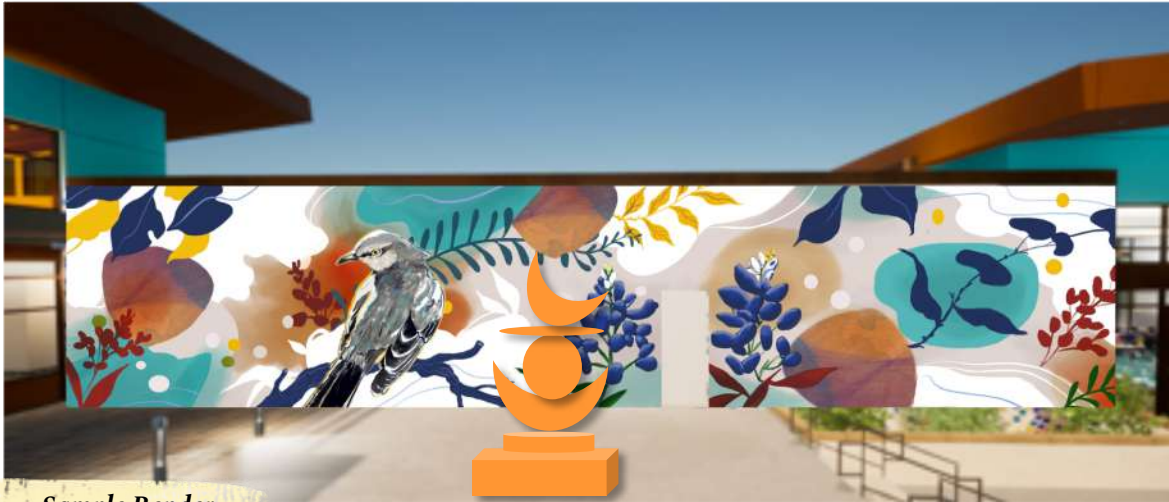
Expand City Hall's 'first of it's kind' artwork collection by activating the exterior patio with an existing, monumental sculpture that complements the feature mosaics designed by the local artist community.

**VISION**

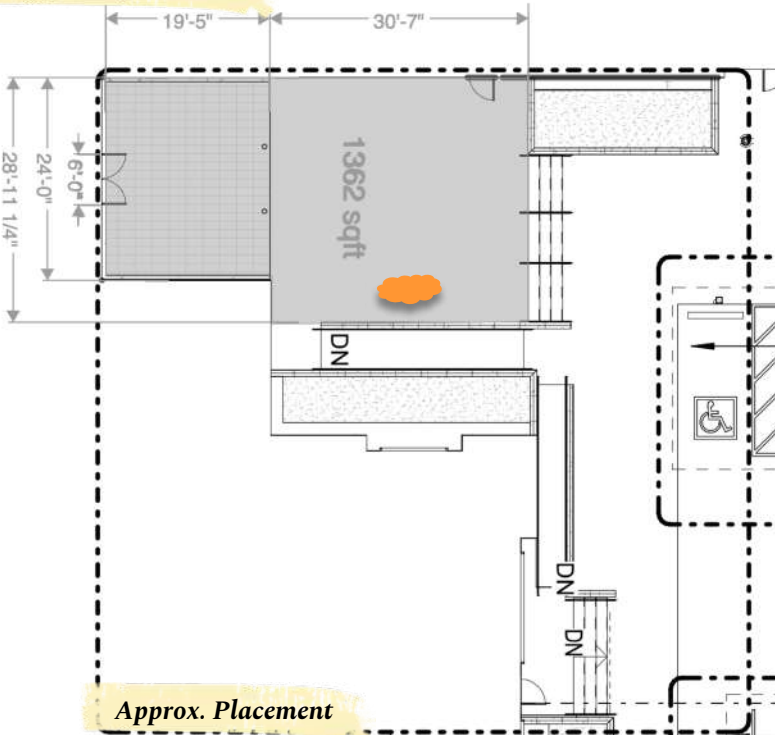
Celebrate | Welcome | Gather | Connect | Inspire | Immerse

**KEY AESTHETICS**

TBD



Sample Render



Preliminary Inspiration



**CONCEPT ::**

Activate the City Hall patio with an impressive and monumental exterior sculpture that complements the overall architecture & design of the building, as well as the statement mosaic which will act as a backdrop to the sculpture. The immersive artwork will be approachable, intriguing, and roughly human scale. The sculpture will take foot traffic & flow into account, and be easy to maneuver around as to not interrupt the path of travel. **This sculpture will add to the site's first of a kind mosaics, and be yet another destination for the public.**

**APPROX. SIZE ::**

6'H x 3'W x 3'D+/-

**MATERIAL ::**

Stainless Steel, Bronze, Aluminum, Resin [TBD]

**ANTICIPATED WEIGHT ::**

~200-700lbs; *Dependent on material & scale*

**GROUND SURFACE ::**

Concrete – *has this been poured yet?*

**TARGET INSTALLATION DATE ::**

April 2025

**OPEN QUESTIONS & SITE CONSIDERATIONS:**

- Site Prep and Engineering; platform & anchoring
- Anticipated City approval & involvement
- Site lines / path of travel
- Does the sculpture need to be interactive in some way (telescope/kaleidoscope inspiration)



# *Art & Design*

*All Artist & Artwork Availability Pending; Additional Artists For Consideration To Be Presented During Artist Selection Phase*



**Innovative – Colorful – Impressive – Iconic – Immersive**



# Laura Walters

Dallas, TX

Laura Walters channels the underlying energy and rhythms of the natural world, transforming metal into elegant sculptures that celebrate the beauty and complexities of our universe. From her early works in bronze to more recent pieces in steel, delicate and organic shapes emerge in a variety of scales. A native of Texas based in Dallas, Walters studied sculpture at the School of Visual Arts in New York, the University of North Texas in Denton, and the Creative Arts Center of Dallas. She also studied figurative sculpture at The Studio of George Davis. Laura opened her own studio in 2000 where she began creating her Aqua Designs Collection.





# Bill Holmberg

Dallas, TX

Bill's sculpture conforms to five elements, which act as guidelines for the construction of his work. **It feels like jazz, and like all music, relies on both notes and the silence between notes**, his sculpture uses both objects and the space between the objects. The space between sculptural elements, the negative space, is as important as the steel pieces themselves. Second, his sculpture is composed of circular logic. Third, "What you see is what you see." This statement by the artist Frank Stella means, to Bill, the viewer must look at the arrangement of sculptural elements and negative spaces without looking for meaning or metaphor. Fourth, his works are made of steel, a strong, changeable and easily assembled medium. **Lastly, the fifth element is the joy of a good solution; he makes work that expresses joy by being the right combination of shapes, interactions and colors.**





# Braydon Gold

San Antonio, TX

The act of artistic creation functions as a **dynamic form of meditation**. It serves as a powerful means of conveying thoughts and emotions that are beyond the limitations of verbal expression, while also providing a profound avenue for discovering clarity and understanding. In Braydon's perspective, the creative and healing processes originate from a common source, and art provides a secure haven for the heart and mind to navigate the complexities of life. **His sculptures are known for their use of raw materials, striking geometric forms, and balanced organic compositions.** Through his art, he explores the complex dynamics of masculinity, the interplay between conflict and harmony, and the ever-present tension between strength and vulnerability. These contrasting elements effectively capture my identity as both an artist and as an individual.

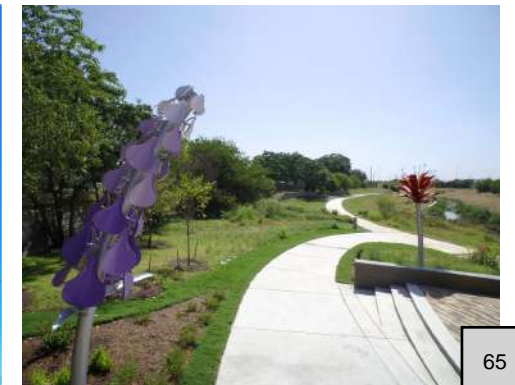




# Leticia *Huerta*

San Antonio, TX

Leticia Huerta is a native San Antonion that earned a Master of Fine Arts degree in Painting in 1991 at Southern Methodist University in Dallas, a BFA in Painting at UTSA in 1985, and a BA in Biology from St. Mary's University in 1976. Huerta has exhibited locally, nationally, and internationally. Her work has been collected by the Museum of Fine Arts, Boston; Mexic-Arte Museum, Austin; San Antonio Museum of Art; Meadows Museum, Dallas; among others. Huerta has attended residencies at the McColl Center for the Arts in Charlotte, North Carolina, Coronado Studio in Austin, Texas, and Self Help Graphics in Los Angeles. **Huerta has worked on numerous public art projects, involving the community, design teams and fabricators.** Public art works completed include transit stations, streetscapes, bridges and park projects. Her work is located throughout Texas, California, Arizona and North Carolina. **Huerta's inspiration has always been about the environment which stems from her study of Biology.**





# Christine Rojek

Austin, TX

Christine Rojek specializes in interactive, often kinetic, public sculpture. Her **site-responsive installations** have become destination pieces in over 20 locations throughout the United States. Her affinity for creating large, complex works of art has led to collaborations with distinguished architects, specialty fabricators and engineers. She has created signature projects for national developers, universities and municipalities, including the Tulsa Parking Authority, Tulsa, OK, “Century Walk”, Naperville, IL, EdVenture Children’s Museum, Columbia, SC, and Northeastern Illinois University, Chicago, IL. Christine Rojek has been awarded seven Grants from the Illinois Arts Council, a DCASE grant from the City of Chicago, a National Endowment for the Arts Grant, an AT&T Technology in Arts Grant, and seven Professional Development Grants from Columbia College Chicago, where she served as adjunct faculty for over twenty years. **She actively promotes the creative community and the advancement of public sculpture.** Christine Rojek’s home and studio are located in the hill country surrounding Austin, Texas.





# Matthew Placzek

Omaha, NE

Matthew Placzek creates sculptures that range from small pieces to large-scale sculptures that stand 90 feet tall. No matter the size, **his work is transformative, moving and unforgettable.** Matthew's fascination with sculptural composition has evolved into an art form that is both **meticulous in detail and free-flowing in design.** His focus, once on monumental work, now includes large, multi-faceted sculptural installations; his most recent project features eighty bronze sculptures. **In many cities, these pieces have become landmarks** that have received widespread acclaim in numerous national art and architectural publications.

Making a personal connection between his art and the viewer is essential to Matthew. Through his sculptures, **he hopes to evoke an emotional reaction – whether reflective or joyful.** Each intricately-detailed piece offers an **engaging, interactive experience,** inviting viewers to walk around it, feel the different textures, and examine how shadows, layers and movement are created.





# David Boyajian

New Fairfield, CT

The physical act of creating sculpture requires a great deal of energy. **David creates and alters structures until they find balance and become entities unto themselves.** This process often begins in drawing, a much more cerebral and immediate medium connecting the hand to the mind. Both sculpture and drawing can find completion in a natural, unadorned state, or a piece may ask for added dynamism and emotion in a layer of bright orange powder-coat or rich scarlet pastels. In creating public art, he is one of many authors writing the history of man's existence, and that of his attempt to rationally construct and give relevance to his emotional, physical, and spiritual connection to the world. **This endeavor continually brings him back to the cycle of nature and its poignant synchronicity to human evolution.**

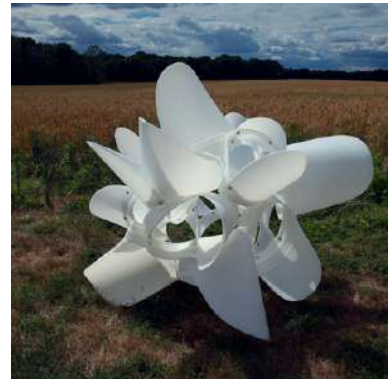




# Aurora Robson

Hudson, NY

Aurora Robson is an environmental, multi-media artist known predominantly for her **meditative work intercepting the plastic waste stream**. Her practice is about subjugating negativity and shifting trajectories. Her work is a formal meditation on recurring nightmares she had as a child which she hybridizes with forms found in nature. Robson was born in Toronto in 1972 and grew up in Hawaii. She lived and worked in New York City for over 2 decades during which time she studied art history and visual arts at Columbia University. Recently, Robson moved to the Hudson Valley to raise her two daughters with her husband Marshall Coles.



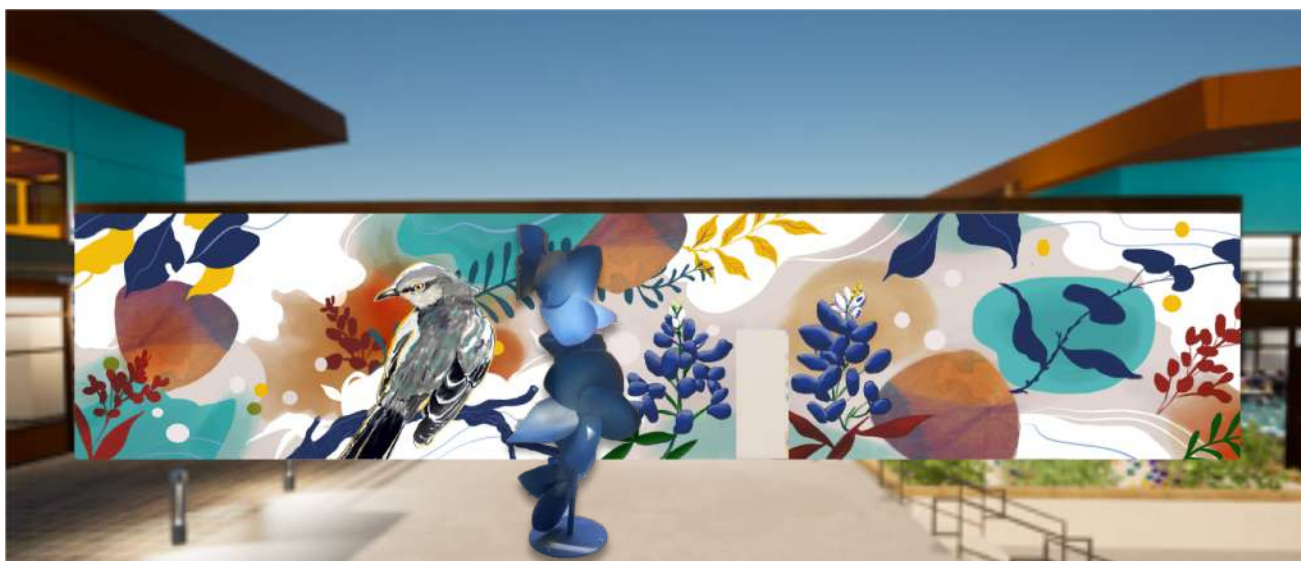
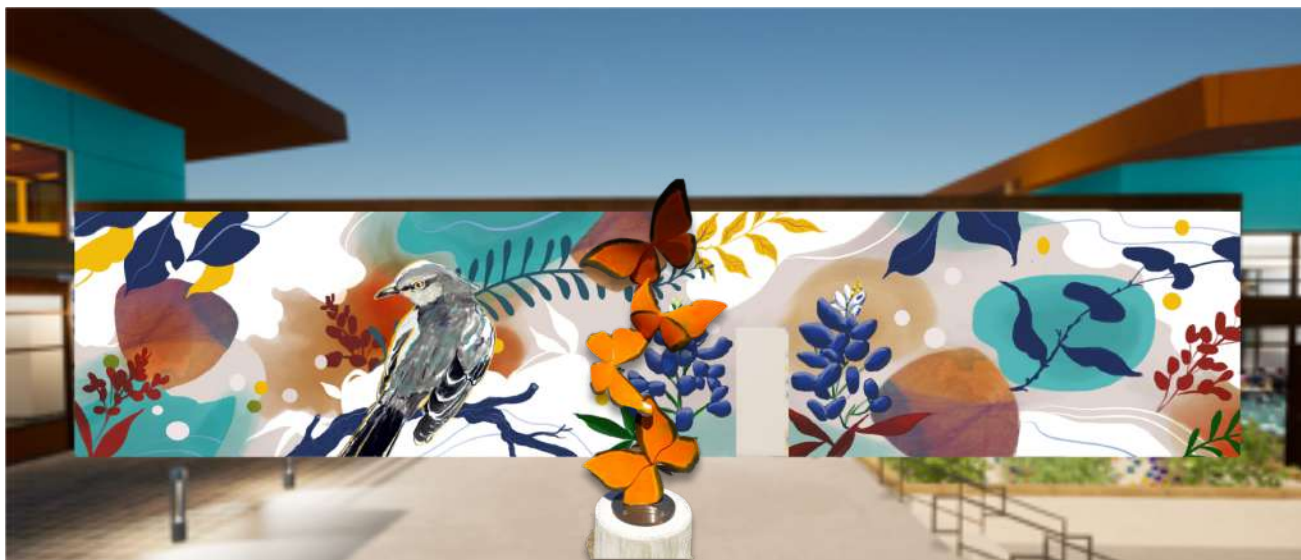


# Fitzhugh *Karol*

Brooklyn, NY

Fitzhugh is a sculptor based in Brooklyn, New York working in wood, ceramic, steel, and paper. Karol is inspired by profiles found in nature - landscapes both observed and imagined - as well as by the inherent characteristics of the materials he uses. Karol works in large scale steel for public and private outdoor installations **usually consisting of two bisecting planes, creating a conversation between contrasting profiles.** These steel works have portals and nooks that invite physical interaction from the viewer. Large wood works create immersive experiences and ceramic wall reliefs are a form of storytelling.





**Laura  
Walters**

Dallas, TX

Organic & free flowing, local artist Laura Walters's semi-representational sculptures are a great complement to Patricia Rodriguez's mosaic design. The pop of monochromatic color brings out the vibrant tones in the mosaic without distracting from it. With natural representation, the work can nod to the local wildlife & flora.

Artist & Artwork Availability Pending

# *Process & Timeline*



# Your Team



**Erin Doherty**  
SENIOR ART ADVISOR



TX Based!

**Aubrey Thorp**  
SENIOR ART ADVISOR & PROJECT MANAGER

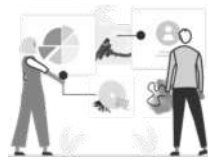
## Supported by:



TA Artist Services



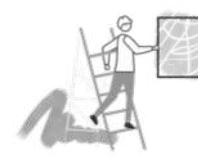
TA Custom Tech



TA Marketing



TA Leadership



TA Operations



Artist Network  
3,000+ Artists, Muralists, Sculptors, Designers



# Preliminary

## Process Overview [Existing Sculpture]



<b>Master Planning</b> <i>Dec 2024 – Jan 2025</i>	<b>Artist &amp; Artwork Selection</b> <i>Jan - Feb 2025</i>	<b>Procurement &amp; Installation</b> <i>March – April 2025</i>
<ol style="list-style-type: none"> <li>1. Define art program goals, themes, and vision</li> <li>2. Finalize art scope &amp; budget <b>Execute Service Agreement upon finalization of scope and project budget.</b></li> <li>3. Identify &amp; map engagement with key stakeholders, committees, and end users</li> <li>4. Establish design approvals process</li> <li>5. Timeline development</li> </ol>	<ol style="list-style-type: none"> <li>1. TurningArt creates a detailed artist brief with project overview, existing mosaic activations and aesthetic direction to distribute amongst potential, local sculptors</li> <li>2. Engage local artist community &amp; beyond through recruitment as needed</li> <li>3. <i>Engage Panel for approval on artist/artwork selection</i></li> <li>4. Select artist/artwork; artist contract executed</li> <li>5. Work alongside architect &amp; buildout team to engineer base and anchoring</li> </ol>	<ol style="list-style-type: none"> <li>1. Logistics coordination for delivery and installation</li> <li>2. Installation and installation oversight of all artwork activations</li> </ol> <p><i>*This timeline assumes purchase of existing, available artwork, and no Design Development needed. There is possibility that some artists may be available and interested in creating a custom work within the timeline, TBD</i></p>

*Includes unlimited meetings and access to a dedicated Art Advisory team*

**THIS IS A PRELIMINARY OVERVIEW, A COMPREHENSIVE TIMELINE WILL BE DEVELOPED DURING PHASE 1, MASTER PLANNING**

### Timeline

2024	2025			
DEC	JAN	FEB	MAR	APR
<b>PHASE 1</b> Master Planning [1-2 Months]		<b>PHASE 2</b> Artist & Art Selection [1-2 Months]	<b>PHASE 3</b> Procurement & Installation [1-2 Months]	



# *Budget*



# Turnkey Services

- Project management & coordination with client team including Project Manager, Architect & Designers, etc. ✓
- Art configuration development & refinement ✓
- Artist recruitment & onboarding ✓
- Draft & management of Artist RFP ✓
- Informational collateral & support ✓
- Design & Curation management of all artwork ✓
- Procurement & fabrication coordination ✓
- Shipping & handling ✓
- Logistics coordination ✓
- Equipment & materials ✓
- Delivery & installation ✓
- Installation insurance ✓
- Tech-enabled placards ✓
- Professional site photography ✓
- Product Warranty *[Level of warranty dependent on selected artist/partner/material]. Should issues arise with or after installation, TurningArt will work with the project team to bring appropriate solutions to the table on a case-by-case basis.* ✓

## RECOMMENDED TURNKEY BUDGET

All Estimates are subject to change as scope evolves

### [1] Existing, Free Standing Exterior Sculpture

#### Turnkey Project Total

Size TBD [approx. 6'Hx3'x3']

Pricing dependent on material, scale, and plinth/base requirements

**\$75,600 - \$105,100**

## PLEASE NOTE

Pricing is completely turnkey [all inclusive]

With the exception of sales tax [assuming tax exemption]

## PAYMENT TERMS

### PHASE 1 [Master Planning]

- ❖ 25% of Total Project Budget Due Upon Contract Signature

### PHASE 2 [Artist Selection]

- ❖ 25% of Total Project Budget Due Upon Artwork Selection

### PHASE 3 [Procurement & Installation]

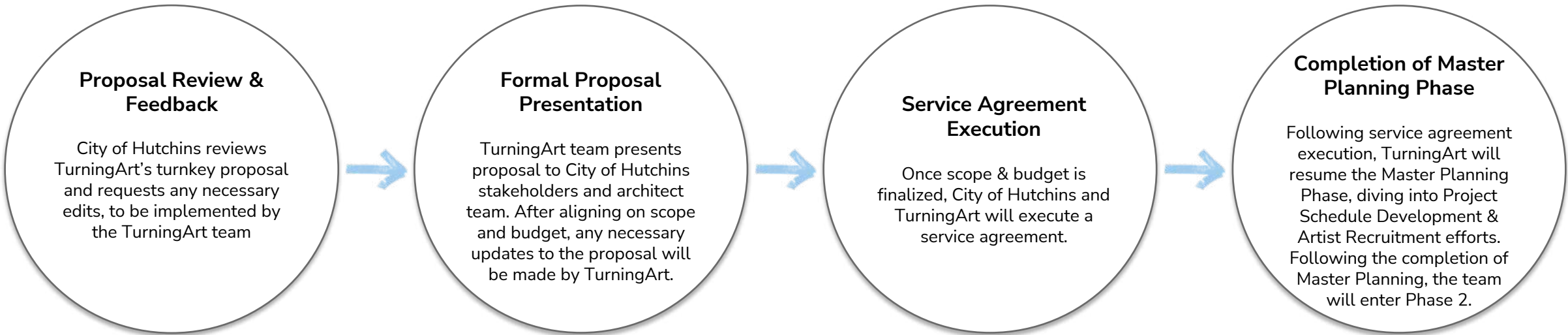
- ❖ 50% of Total Project Budget Due Upon Project Completion

## PROJECT TERMS

This agreement is subject to the terms and conditions of TurningArt's Master Service Agreement.



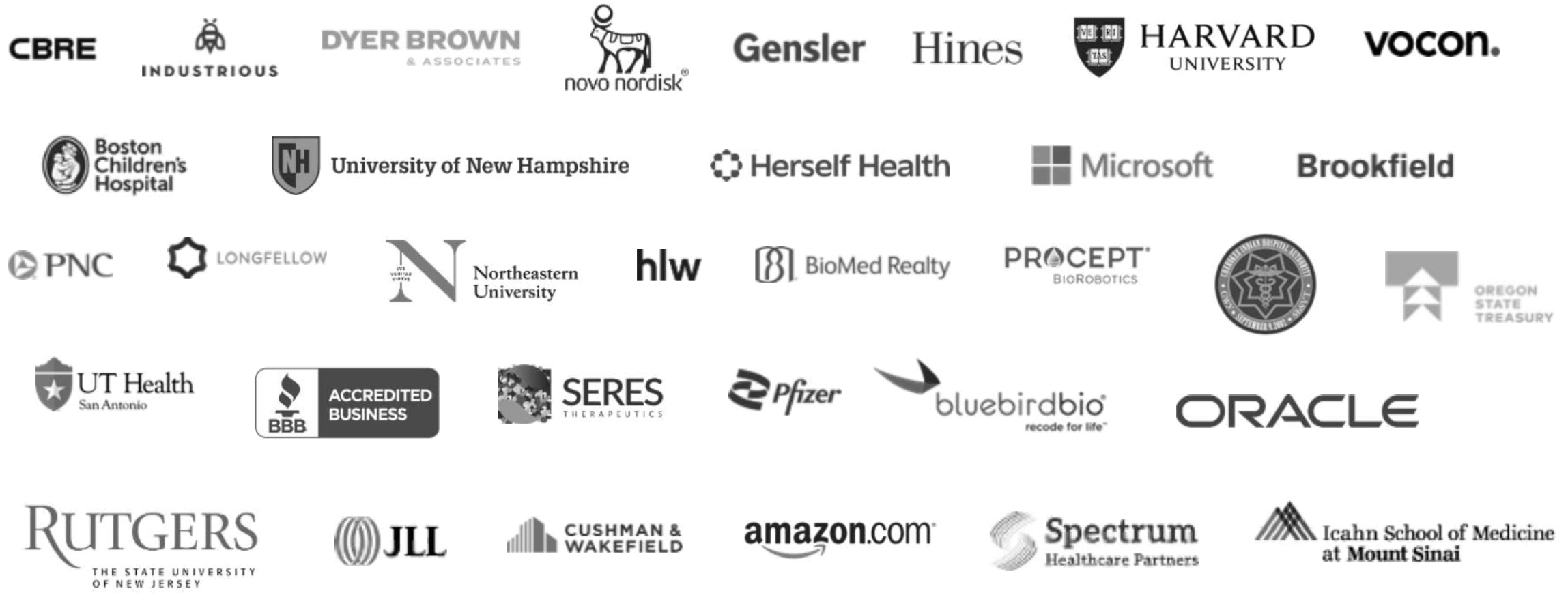
# Next Steps





# Clients across *Healthcare, CRE, Office, Multi-Family & Beyond:*

Learn more about past projects on our On Site blog!  
<https://blog.turningart.com/on-site>





FINANCE

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COMMERCIAL REAL ESTATE

Bryan Heller, Senior Vice President  
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[www.cbre.com](http://www.cbre.com)  
(404) 504-0036  
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INSURANCE

Mary Lee Sharp, Senior Vice President  
National Mortgage Insurance  
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[marylee.sharp@nationalmi.com](mailto:marylee.sharp@nationalmi.com)



Turning Art

*Thank you!*

PREPARED BY

Erin Doherty | Senior Art Advisor | [erin@turningart.com](mailto:erin@turningart.com)

Aubrey Thorp | Senior Art Advisor | [aubrey@turningart.com](mailto:aubrey@turningart.com)

**CITY OF HUTCHINS  
RESOLUTION R2025-01-1232**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY AND TURNING ART FOR PROFESSIONAL SERVICES FOR FREE STANDING EXTERIOR SCULPTURE ART AT CITY HALL IN AN AMOUNT NOT TO EXCEED \$105,100.00; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council approved funds in the FY 2024-2025 Annual Budget to hire a firm to provide professional services for standing exterior sculpture art; and

**WHEREAS**, the City Council of the City of Hutchins finds it in the best interest of the City of Hutchins to authorize the City Administrator to execute a contract with Turning Art. for professional services for standing exterior sculpture art.

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

**SECTION 1.** The City, acting through its governing body, hereby authorizes the City Administrator to negotiate and execute an agreement with Turning Art.

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

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Hutchins, Texas, this the 6th day of January 2025.

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

ATTEST:

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