



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
MINUTES**

**Tuesday, May 14, 2024 at 6:00 PM  
City Hall, 321 N. Main Street**

A Called Meeting of the Hutchins City Council was held on Tuesday, May 14, 2024, at 6:00 PM located 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**

**1. Roll Call by Mayor and announce a quorum.**

Mayor Vasquez called the meeting to order at 6:02 p.m. and announced a quorum.

PRESENT

Mario Vasquez  
Steve Nichols  
Brenda Campbell  
Raymond Elmore

ABSENT

Dominic Didehbani  
Demarcus Odom

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Mrs. Cheryl Vasquez gave the invocation and Mayor Pro Tem Nichols led the Pledge of Allegiance.

**C. ELECTION MATTERS**

**2. Discuss and consider Resolution R2024-05-1190 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, CANVASSING THE RETURNS OF THE MAY 4, 2024, JOINT GENERAL ELECTION TO ELECT A MAYOR AND TWO (2) COUNCIL MEMBERS AT LARGE; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2024-05-1190. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore

Voting Nay: None

**3. Discuss and consider Resolution R2024-05-1191 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, CANVASSING THE RETURNS OF THE MAY 4, 2024, SPECIAL ELECTION TO SUBMIT PROPOSITION A TO ESTABLISH A TERM OF OFFICE OF THREE (3) YEARS FOR THE POSITION OF MAYOR AND CITY COUNCIL MEMBERS**

**BEGINNING WITH THE POSITION TO BE ELECTED AT THE GENERAL ELECTION IN MAY 2025; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Cynthia Olguin**  
Councilmember Elmore made the motion seconded by Mayor Pro Tem Nichols to approve Resolution R2024-05-1191. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore  
Voting Nay: None

**4. Issue Statements of Officer and administer Oaths of Office to newly elected Councilmembers.**

The Honorable Cass Calloway issued Statements of Officer and administered Oaths to Mayor Mario Vasquez, Councilmember Brenda Campbell and Councilmember Steve Nichols.

**5. Discuss and consider the appointment of Mayor Pro-Tem for 2024-2025. Presented by: Cynthia Olguin**

Councilmember Elmore made the motion seconded by Councilmember Campbell to appoint Steve Nichols as Mayor Pro Tem. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore  
Voting Nay: None

**D. CITIZEN COMMENTS**

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

**6. Discuss and consider Resolution R2024-05-1192, OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT BY AND BETWEEN THE CITY AND BRANDERA INC. FOR PROFESSIONAL SERVICES FOR THE REBRANDING INITIATIVE IN AN AMOUNT NOT TO EXCEED \$75,000.00; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Katherine Lindsey, Assistant to the City Administrator**

Councilmember Elmore made the motion seconded by Mayor Pro Tem Nichols to approve Resolution R2024-05-1192. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore  
Voting Nay: None

**7. Discuss and consider Resolution R2024-05-1193, OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING THE AMENDMENT OF THE FY2023-2024 CITY OF HUTCHINS ORGANIZATIONAL CHART. Presented by: Karen Steward, HR Director**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2024-05-1193. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore  
Voting Nay: None

**8. Keep Hutchins Beautiful KHB Board Application Selection**

Mayor Pro Tem Nichols made the motion seconded by Councilmember to appoint the following to the Keep Hutchins Beautiful Board as regular members: Desiree Francis, America Rodriguez, Kimberley Diaz, Larocho Odom, Elaine Hudson, Scott Lindsay, and Tynee Sims-Rogers; and the following as alternate members: Virginia Burrell, Steven E. Brown and Jennifer Macias: All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore

Voting Nay: None

9. **Discuss and consider Ordinance 2024-05-1192, OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 12 “TRAFFIC AND VEHICLES” BY AMENDING ARTICLE 12.05 “COMMERCIAL AND OVERSIZED VEHICLES” BY AMENDING DIVISION 3 “WEIGHT LIMITS; TRUCK ROUTES” BY AMENDING SECTION 12.05.092 “DESIGNATED TRUCK ROUTES; DEFENSES” BY AMENDING PARAGRAPH 12.05.092(b) TO REVISE LANCASTER-HUTCHINS ROAD LIMITS. Presented by: Mamun Yusuf**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to approve Ordinance 2024-05-1192. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore

Voting Nay: None

10. **Discuss and consider Resolution R2024-05-1194, OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE SIDEWALK IMPROVEMENT PROJECT; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE APPARENT LOW BIDDER THE ESTRADA CONCRETE COMPANY LLC , IN AN AMOUNT NOT TO EXCEED \$472,834.95. Presented by Mamun Yusuf**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2024-05-1194. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore

Voting Nay: None

11. **Discuss and consider Resolution R2024-05-1195 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE MEADOWBROOK DRIVE CHANNEL IMPROVEMENTS; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE APPARENT LOW BIDDER STOIC CIVIL CONSTRUCTION, INC, IN AN AMOUNT NOT TO EXCEED \$550,000.00; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Mamun Yusuf**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2024-05-1195. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore

Voting Nay: None

12. **Discuss and consider Resolution R2024-05-1196 of the City of Hutchins, Texas, approving and authorizing the City Administrator to execute a contract by and between the City of Hutchins and CSEC Texas 911 Entity Subrecipient sub-award grant contract. Presented by: Steve Perry Police Chief and Becky Blanton Communications Supervisor**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Campbell to approve Resolution R2024-05-1196. All in favor, the motion carried.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore  
Voting Nay: None

**F. ITEMS OF COMMUNITY INTEREST**

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

**G. ADJOURN**

Motion made by Councilmember Elmore, seconded by Mayor Pro Tem Nichols to adjourn the meeting. The meeting was adjourned at 6:42 PM.

Voting Yea: Steve Nichols, Brenda Campbell, Raymond Elmore  
Voting Nay: None

**PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 3rd DAY OF JUNE 2024.**

APPROVED:

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Mario Vasquez, Mayor

ATTEST:

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Cynthia Olguin, City Secretary