



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
MINUTES**

**Monday, November 13, 2023 at 6:30 PM  
City Hall, 321 N. Main Street**

A Regular Meeting of the Hutchins City Council was held on Monday, November 13th at 6:30 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**

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

**City Council Members**

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

**PRESENT**

Mario Vasquez  
Steve Nichols  
Dominic Didehbani  
Raymond Elmore  
Demarcus Odom

**ABSENT**

Brenda Campbell

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Nichols gave the invocation and Councilmember Odom led the Pledge of Allegiance.

**C. CITIZEN COMMENTS**

No citizen comments.

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

**1. Consider approval of the Council Meeting Minutes for October 2023**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve the consent agenda as presented. The motion passed 4-0. Councilmember Campbell absent.

## **E. PRESENTATIONS**

### **2. Discuss Neighborhood Watch Signage**

Police Chief Perry presented three options for Neighborhood Watch signage to be placed throughout the city as Neighborhood Watch Groups are established. Mayor Vasquez suggested including a phone number and covering high crime areas including the Gateway apartment with signage. The council recommended the red signage and suggestions included reflective signage and a sample sign to review before they are installed. Chief Perry will review options for custom-made signage.

### **3. Green Ribbon Grant**

Interim Public Works Director Robert McWayne explained the Green Ribbon Grant application that would focus on the West side of Wintergreen at I-45. The program provides funding in districts with non-attainment counties for landscaping including trees, shrubs, groundcover, and irrigation on the state highway system to help mitigate the effects of air pollution. Mr. McWayne asked the council for direction to proceed with the application process. The council was in support of the application and encouraged staff to continue seeking grants.

### **4. Investment Report**

Director of Finance Maria Joyner presented the investment report for the quarter ending June 30, 2023. Director of Finance Joyner presented the report and informed the council of a substantial increase in interest earnings.

## **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 to seek confidential legal advice from the City Attorney on any agenda item listed herein.**

### **5. Discuss and consider Resolution R2023-1150, Acquiring surveying service from the apparent low bidder The Whitman Land Group, LLC for the annexation of Post Oak Road., A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ACCEPTING BIDS RECEIVED IN ASSOCIATION WITH THE SURVEY OF POST OAK ROAD; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE APPARENT LOW BIDDER WHITMAN LAND GROUP, LLC, IN AN AMOUNT NOT TO EXCEED \$15,991.00; AND PROVIDING FOR AN EFFECTIVE DATE.**

Councilmember Odom made the motion seconded by Councilmember Didehbani to approve Resolution R2023-1150. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbani  
Voting Nay: 0

### **6. Discuss and consider Ordinance 2023-1185 OF THE CITY OF HUTCHINS, TEXAS AMENDING CHAPTER 1, "GENERAL PROVISIONS", OF THE CODE OF ORDINANCES OF THE CITY OF HUTCHINS, TEXAS, BY AMENDING ARTICLE 1.11**

**“PUBLIC PARKS”, TO ADD DIVISION 3 “KEEP HUTCHINS, BEAUTIFUL ADVISORY BOARD”.**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Ordinance 2023-1185. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehban  
Voting Nay: 0

- 7. Discuss and consider Resolution R2023-1151 of the City of Hutchins, Texas rescheduling and/or canceling regular city council meetings in 2024 that conflict with a holiday.**

Councilmember Elmore made the motion seconded by Councilmember Didehban to approve Resolution R2023-1151. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehban  
Voting Nay: 0

- 8. Discuss and consider Resolution R2023-1152 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING THE AGREEMENT BY AND BETWEEN THE CITY OF HUTCHINS AND EMERGICON, LLC FOR AMBULANCE BILLING SERVICES, SUPPLEMENTAL REVENUE COLLECTIONS AND ELECTRONIC RECORDS MANAGEMENT AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Didehban to approve Resolution R2023-1152. The motion passed.

Voting Yea: 4 – Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehban  
Voting Nay: 0

- 9. Discuss and consider Resolution R2023-1153 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, ADOPTING THE CITY OF HUTCHINS INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT "A"; DECLARING THAT THE CITY COUNCIL HAS COMPLETED ITS REVIEW OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY AND THAT EXHIBIT "A" RECORDS ANY CHANGES TO EITHER THE INVESTMENT POLICY OR INVESTMENT STRATEGIES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

Director of Finance Joyner presented the policy and stated that no changes were made to the policy, but several internal changes were made and put into practice.

Councilmember Odom made the motion seconded by Councilmember Elmore to approve Resolution R2023-1153. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehban  
Voting Nay: 0

- 10. Discuss and consider Resolution R2023-1154 Annual Report of Financial Reporting Policy.**

Mayor Pro Tem Nichols made the motion seconded by Councilmember Elmore to approve Resolution R2023-1154. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbandi  
Voting Nay: 0

**G. ITEMS OF COMMUNITY INTEREST**

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

**H. ADJOURN**

Councilmember Elmore made the motion seconded by Mayor Pro Tem Nichols to adjourn the meeting at 7:05 p.m. The motion passed.

Voting Yea: 4 - Steve Nichols, Demarcus Odom, Raymond Elmore, Dominic Didehbandi  
Voting Nay: 0

**PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 2nd DAY OF JANUARY 2024.**

APPROVED:

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Mario Vasquez, Mayor

ATTEST:

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