



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
MINUTES**

**Monday, March 17, 2025 at 6:30 PM  
City Hall, 321 N. Main Street**

A Regular Meeting of the Hutchins City Council was held on Monday, March 17, 2025, at 6:30 p.m. 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 regular meeting to order at 6:28 p.m. and announced a quorum.

**PRESENT**

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

**ABSENT**

Councilmember Dominic Didehbani

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Mr. James Spence gave the invocation and Councilmember Nichols led the Pledge of Allegiance.

**C. CITIZEN COMMENTS – None**

**D. PRESENTATIONS**

**1. Fire Department Annual Report Presented by Stacey Hickson, Fire Chief**

Chief Hickson presented the 2024 Annual Fire Department report and answered questions.

**2. Police Department Employee Commendations Presented by: Steve Perry, Police Chief**

Chief Perry presented commendations to the following Police Department Personnel: Sergeant Phelps and Officer Ramirez were recognized for their investigation efforts that led to the recovery of \$900,000 of stolen property from the Melissa Valley Lot. Sergeant Chris Silvi was recognized for an arrest that led to the recovery of stolen lumber from a large construction site. Officer Pena, Officer Pena, and Communications Officer Brittney Bulvan were recognized for their efforts in assisting a seventeen-year-old young man return home to his mother.

**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.*

- 3. RESOLUTION R2025-03-1252 of the CITY COUNCIL of the CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE AGREEMENT WITH FLOCK SAFETY, INC. TO PROVIDE VIDEO SURVEILLANCE FOR CITY PARKS. Presented by: Mamun Yusuf, Director of Public Works**

The motion was made by Councilmember Elmore, seconded by Councilmember Campbell, to approve Resolution R2025-03-1252. All in favor, the motion passed 4-0.

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

Voting Nay:

- 4. Discuss and consider Resolution R2025-03-1253 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT, BY AND BETWEEN THE CITY OF HUTCHINS AND GRANICUS, INC. FOR IMPLEMENTATION OF SWAGIT FOR VIDEO AND AUDIO/VISUAL NEEDS IN THE CITY HALL BUILDING LOCATED AT 400 N JJ LEMMON ROAD, HUTCHINS, TEXAS 75141 IN AN AMOUNT NOT TO EXCEED \$111,110; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Katherine Lindsey, Assistant to the City Administrator**

The motion was made by Councilmember Nichols, seconded by Councilmember Elmore, to approve Resolution R2025-03-1253. All in favor, the motion passed 4-0.

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

Voting Nay:

- 5. Discuss and Consider Resolution R2025-03-1254 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT FUNDING OF \$65,855.90 FROM THE OFFICE OF THE GOVERNOR (OOG) CRIMINAL JUSTICE DIVISION (CJD) FOR THE FY 2024 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AND ADJUST THE POLICE DEPARTMENT BUDGET BY \$12,007.46 TO COVER THE INCREASED COST ASSOCIATED WITH THE GRANT AND AUTHORIZING THE CITY ADMINISTRATOR OR HIS DESIGNEE TO ACT ON THE CITY'S BEHALF TO ADMINISTER THE GRANT, AND PLEDGING THAT THE CITY OF HUTCHINS WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE CRIMINAL JUSTICE DIVISION (CJD) OFFICE OF THE GOVERNOR (OOG). Presented by: Steve Perry, Police Chief and Maria Joyner, Director of Finance**

The motion was made by Councilmember Campbell, seconded by Councilmember Elmore, to approve Resolution R2025-03-1254. All in favor, the motion passed 4-0.

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

Voting Nay:

- 6. Discuss and Consider Resolution R2025-03-1255 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT FUNDING OF \$12,251.52 FROM THE OFFICE OF THE GOVERNOR (OOG) CRIMINAL JUSTICE DIVISION**

**(CJD) FOR THE FY 2024 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AND ADJUST THE POLICE DEPARTMENT BUDGET BY \$3,072.00 TO COVER THE INCREASED COST ASSOCIATED WITH THE GRANT AND AUTHORIZING THE CITY ADMINISTRATOR OR HIS DESIGNEE TO ACT ON THE CITY'S BEHALF TO ADMINISTER THE GRANT, AND PLEDGING THAT THE CITY OF HUTCHINS WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE CRIMINAL JUSTICE DIVISION (CJD) OFFICE OF THE GOVERNOR (OOG). Presented by: Steve Perry, Police Chief and Maria Joyner, Director of Finance**

The motion was made by Councilmember Odom, seconded by Councilmember Campbell, to approve Resolution R2025-03-1255. All in favor, the motion passed 4-0.

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

Voting Nay:

## **F. EXECUTIVE SESSION**

- 7. Pursuant to the Texas Government Code, Section §551.074 (a)(1) Personnel Matters – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Administrator Evaluation**

Mayor Vasquez convened into Executive Session at 7:07 p.m.

## **G. RECONVENE INTO REGULAR SESSION**

- 8. Take action, if any, as a result of Executive Session:**
  - a. Pursuant to the Texas Government Code, Section §551.074 (a)(1) Personnel Matters: City Administrator Evaluation**

The council reconvened into Regular Session at 8:25 p.m.

The Councilmember Nichols made the motion, seconded by Councilmember Campbell, to approve a two percent increase and add one year to the current contract, extending to 2030. All in favor, the motion carried 4-0.

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

Voting Nay:

## **H. ITEMS OF COMMUNITY INTEREST**

- 9. City Secretary Olguin announced the items of community interest.**

## **I. ADJOURN**

Motion made by Councilmember Elmore, seconded by Councilmember Nichols, to adjourn the meeting at 8:32 PM. All in favor, the motion passed 4-0.

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

Voting Nay:

**PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING  
HELD ON THE 5th DAY OF MAY 2025.**

APPROVED:

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Mario Vasquez, Mayor

ATTEST:

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Cynthia Olguin, City Secretary