



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
MINUTES**

**Tuesday, July 07, 2026 at 6:30 PM  
City Hall - Council Chamber, 400 N. JJ Lemmon Road**

A Regular Meeting of the Hutchins City Council was held on Tuesday, July 7, 2026, 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 Raymond Elmore  
Councilmember Demarcus Odom

**ABSENT**

Councilmember America Rodriguez

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilmember Campbell gave the invocation led the pledge of allegiance.

**C. CITIZEN COMMENTS – None**

**D. 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.*

**1. Discuss and consider appointment of members to the Parks, Recreation and Special Events Master Plan Committee. Presented by James Quin, City Administrator**

City Administrator James Quin explained that as part Parks, Recreation and Special Events Master Plan, a committee must be appointed to work with the consultants to create the Master Plan. The committee will consist of 15 members that may include Councilmembers, board members, and residents.

City Administrator Quin stressed the time-sensitive need to appoint the committee and begin the process to meet the deadline for submitting a grant application. Councilmember Odom nominated himself, Tynee Sims-Rogers, and Cornelius Caldwell. Mayor Pro Tem Nichols nominated America Rodriguez.

It was agreed that the additional nominees would be presented for council consideration and appointment at the next Council meeting. The City Administrator will serve as the staff liaison to the committee.

2. **Discuss and consider a Resolution APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT BY AND BETWEEN THE CITY OF HUTCHINS AND \_\_\_\_\_ FOR CONSTRUCTION SERVICES FOR STREET RECONSTRUCTION FY 2025 CDBG PROJECT WOODCREST LN. AND STREET RECONSTRUCTION FY 2025 CDBG PROJECT DENTON ST. IN AN AMOUNT NOT TO EXCEED \$1,190,000.00; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Yibin Shao, City Engineer  
R2026-07-1346**

The City Engineer presented the proposed award of the FY 2025 CDBG street reconstruction project for North and South Denton Street and Woodcrest Lane. Three bids were received, with one rejected as ineligible. VLX Construction LLC submitted the lowest eligible bid of \$1,198,005, which was slightly over the project budget.

Council discussed the 5% provision previously approved by council for local vendors. Staff clarified that the resolution provides for a 5% amount when construction service costs are less than \$100,000, while the 10% provision applies to construction costs. Staff confirmed that the percentage had been considered in reviewing the project costs.

Councilmember Nichols made a motion seconded by Councilmember Elmore to approve Resolution R2026-07-1346 awarding the bid to VLX Construction LLC. All in favor, the motion passed.

For: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore.

3. **Discuss and consider a Resolution authorizing the City Administrator to negotiate and execute an agreement with the ECS Southwest LLP for consulting, testing and quality assurances for the Hutchins Recreation Center & Library project. Presented by Blake Moore, Chief Building Official.  
Resolution R2026-07-1347**

Councilmember Elmore made a motion seconded by Councilmember Campbell to approve Resolution R2026-07-1347. All in favor, the motion passed.

For: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore.

4. **DISCUSS AND CONSIDER A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE SUBMISSION OF A PROJECT/ACTIVITY APPLICATION TO THE TEXAS WATER DEVELOPMENT BOARD FOR WATER SUPPLY AND INFRASTRUCTURE GRANTS (WSIG) FOR SPECIFIC PROJECTS THE CITY WISHES TO FUND THROUGH THE WSIG PROGRAM; AUTHORIZING THE MAYOR TO EXECUTE IMPLEMENTATION AGREEMENTS WITH THE TEXAS WATER DEVELOPMENT BOARD FOR THE WSIG PROJECTS; DESIGNATING THE CITY ADMINISTRATOR OR HIS DESIGNEE AS THE CITY'S REPRESENTATIVE FOR ALL MATTERS RELATED TO THE PROJECTS; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Yibin Shao, City Engineer  
Resolution R2026-07-1348**

The City Engineer presented a resolution authorizing the city to apply for the Texas Water Development Board Water Supply and Infrastructure Grant. The grant is 100% funded with no local match required, with a maximum award of \$10 million.

The funds would be used for water infrastructure improvements, including water line upgrades and increased water supply capacity to support future development and growth. The city plans to bundle several needed projects into the application and seek funding up to the \$10 million maximum.

Councilmember Nichols made a motion seconded by Councilmember Campbell to approve Resolution R2026-07-1348. All in favor, the motion passed.

For: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore.

**E. ITEMS OF COMMUNITY INTEREST**

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

**F. ADJOURN**

The meeting adjourned at 7:52 p.m.

**PASSED AND APPROVED BY HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 20th DAY OF AUGUST 2026.**

APPROVED:

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

ATTEST:

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