



**CITY OF HUTCHINS
CITY COUNCIL MEETING
MINUTES**

**Monday, December 15, 2025 at 6:30 PM
City Hall - Council Chamber 400 N. JJ Lemmon Rd.**

A Regular Meeting of the Hutchins City Council was held on Monday, December 15, 2025, at 6:30 PM at Hutchins City Hall Council Chambers, 400 N. JJ Lemmon Rd. 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 Raymond Elmore
Councilmember Demarcus Odom
Councilmember America Rodriguez

B. INVOCATION AND PLEDGE OF ALLEGIANCE

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

C. CITIZEN COMMENTS - None

D. PRESENTATIONS

1. Presentation of Donation to Paul Quinn College. Presented by: Guy Brown, HEDC Executive Director

The city council on behalf of the Hutchins Economic Development Corporation presented Maurice West, Paul Quinn College Development Associate/External Affairs, with a six-thousand-dollar donation.

E. PUBLIC HEARINGS

2. A. Conduct a Public Hearing regarding a request for a Replat by HOT DOG TRUCKING LLC, owner of a 10.10-acre tract of land situated in the William L. Wilson Survey, Abstract Number 1553. City of Hutchins, Dallas County, Texas, and being all of Lot 1, Block A, of Talco Addition, an Addition to the City of Dallas, Dallas County, Texas, according to the plat thereof recorded in in Instruments No. 202200057113

Building Official Blake Moore presented the item and informed Council that the City's authority in the ETJ is limited to platting.

B. Open Public Hearing for public comments.

Mayor Vasquez opened the public hearing at 6:40 p.m. There were no registered speakers. Mayor Vasquez closed the public hearing at 6:41 p.m.

C. Discuss and consider a Re-Plat by HOT DOG TRUCKING LLC who is the owner of a 10.10-acre tract of land situated in the William L. Wilson Survey, Abstract Number 1553. City of Hutchins, Dallas County, Texas, and being all of Lot 1, Block A, of Talco Addition, an Addition to the City of Dallas, Dallas County, Texas, according to the plat thereof recorded in in Instruments No. 202200057113. Presented by: Blake Moore

Councilmember Nichols made the motion, seconded by Councilmember Campbell, to approve the replat by Hot Dog Trucking LLC. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

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.

3. Discuss and consider polling location for May 2, 2026, General Election. Presented by Cynthia Olguin

The item was presented by City Secretary Olguin. Following a brief discussion, Council directed staff that the polling location for the May election will remain at 321 N. Main St. Council stressed the need to inform the community that the polling location will remain unchanged and that communication of this information should begin immediately.

4. Discuss and consider authorizing the City Administrator to execute a Professional Service Agreement with Letora Anderson, PLA, AICP

City Administrator Quin stated that the property adjacent to City Hall has been designated for the Veterans Memorial, and the firm will be hired to plan site development.

Councilmember Nichols made the motion, seconded by Councilmember Campbell, to approve the Professional Service Agreement with Letora Anderson. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

**5. Discuss and consider a Resolution approving the 2026 City Council Meeting Schedule. Presented by: Cynthia Olguin
Resolution R2025-12-1305**

Councilmember Elmore made the motion, seconded by Councilmember Campbell, to approve the Resolution R2025-12-1305. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

**6. Discuss and consider a Resolution AUTHORIZING DEMOLITION OF THE CARWASH AND REMOVING THE CONCRETE AT 625 W. HICKMAN ST. Presented by Blake Moore
Resolution R2025-12-1305**

City Secretary Olguin stated a correction to the resolution number listed on the agenda. The resolution number for this agenda item is R2025-12-1306 and is included on the Resolution included in the packet.

Councilmember Odom made the motion, seconded by Councilmember Elmore, to approve the Resolution R2025-12-1306. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

7. **Discuss and consider a Resolution AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE ACQUISITION OF NEW MINI-COMBO TRUCK MOUNT3643 PH6C (NON-CDL, 3-YARD VACUUM UNIT) Presented by: Maria Joyner, Director of Finance
Resolution R2025-12-1307**

Councilmember Nichols made the motion, seconded by Councilmember Rodriguez, to approve the Resolution R2025-12-1307. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

8. **Discuss and consider APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT FOR CONSTRUCTION SERVICES, BY AND BETWEEN THE CITY OF HUTCHINS AND HAWK BUILDERS, L.L.C., FOR THE INSTALLATION OF SOUND DEAFENING ACOUSTIC TILES IN THE CITY'S ANIMAL SHELTER. Presented by Steve Perry
Resolution R2025-1308**

Councilmember Nichols made the motion, seconded by Councilmember Campbell, to approve the Resolution R2025-12-1308. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

9. **Discuss and consider APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT FOR CONSTRUCTION SERVICES, BY AND BETWEEN THE CITY OF HUTCHINS AND J-N FENCE COMPANY, FOR BUILDING FIVE OUTDOOR KENNELS AND INSTALLING A DRIVE THROUGH GATE AT THE CITY'S ANIMAL SHELTER. Presented by Chief Perry
Resolution R2025-12-1309**

Councilmember Odom made the motion, seconded by Councilmember Elmore, to approve the Resolution R2025-12-1309. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

10. **Discuss and consider APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE TERMS AND CONDITIONS OF AN AGREEMENT FOR CONSTRUCTION SERVICES, BY AND BETWEEN THE CITY OF HUTCHINS AND BARCENAS CONCRETE TX, LLC, FOR POURING CONCRETE PADS FOR OUTDOOR KENNELS AT THE CITY'S ANIMAL SHELTER. Presented by Chief Steve Perry.
Resolution R2025-12-1310**

Councilmember Campbell made the motion, seconded by Councilmember Elmore, to approve the Resolution R2025-12-1310. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

- 11. Discuss and consider a Resolution AUTHORIZING THE PURCHASE OF 2026 CHEVROLET SILVERADO POLICE VEHICLES AND EMERGENCY EQUIPMENT. Presented by: Steve Perry, Police Chief.
Resolution R2025-12-1311**

Councilmember Nichols made the motion, seconded by Councilmember Elmore, to approve the Resolution R2025-12-1311. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

- 12. Discuss and consider a Resolution AUTHORIZING THE CITY ADMINISTRATOR OR HIS DESIGNEE TO EXTEND AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF HUTCHINS POLICE DEPARTMENT AND THE DALLAS INDEPENDENT SCHOOL DISTRICT.
Resolution R2025-12-1312**

Councilmember Elmore made the motion, seconded by Councilmember Campbell, to approve the Resolution R2025-12-1312. All in favor, the motion carried.

Voting Ayes: Demarcus Odom, Brenda Campbell, Steve Nichols, Raymond Elmore, America Rodriguez.

G. EXECUTIVE SESSION

- 13. Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.**

Mayor Vasquez moved the council into Executive Session at 7:16 p.m.

H. RECONVENE INTO REGULAR SESSION

- 14. Action, if any, as a result of Executive Session:**

Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.

The council returned to Regular Session at 7:41 p.m.

No action taken as a result of Executive Session

I. ITEMS OF COMMUNITY INTEREST

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

J. ADJOURN

Councilmember Elmore made the motion, seconded by Councilmember Nichols, to adjourn the meeting at 7:41 p.m. All in favor, the motion passed.

PASSED AND APPROVED BY THE HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 5th DAY OF JANUARY 2026.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary