



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
MINUTES**

**Monday, November 03, 2025 at 5:30 PM  
City Hall, 321 N. Main Street**

A Meeting of the Hutchins City Council was held on Monday, November 3, 2025, with Work Session at 5:30 p.m. followed by Regular Session at which time the following items were discussed and considered.

**A. WORK SESSION**

**1. Branderia, Inc. Workshop Presentation Presented by: Beth Owens**

Mayor Vasquez opened the Work Session at 5:32 p.m. Beth Owens, representing Branderia, Inc., presented advertising options, including billboards and newspaper advertising, potential billboard locations leading into town, and requested Council's consideration of a budget for an eight-week campaign. Ms. Owens also discussed additional marketing strategies, such as special events to bring the community together including styled or staged videography and photography. Council discussed including neighborhoods east of I-45, the use of digital signage, and opportunities to improve local outreach efforts as an alternative to the current newsletter.

**B. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

Mayor Vasquez called the meeting to order and announced a quorum.

PRESENT

Mayor Mario Vasquez  
Councilmember Brenda Campbell  
Councilmember Raymond Elmore  
Councilmember Demarcus Odom  
Councilmember America Rodriguez

ABSENT

Mayor Pro Tem Steve Nichols

**C. INVOCATION AND PLEDGE OF ALLEGIANCE**

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

**D. CITIZEN COMMENTS –**

Bob Gross, 206 N. Palestine, expressed concerns regarding the management of the Public Works Department and the recent water outage noting that only two employees were working on the repair with deficient equipment. The city was without water from Friday until Sunday.

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

**2. Consider approval of city council meeting minutes for October 2025. Presented by Cynthia Olguin, City Secretary**

Councilmember Odom made the motion, seconded by Councilmember Elmore, to approve the consent agenda as presented. All in favor, the motion carried.

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

**F. PRESENTATIONS**

**3. Annual Financial Audit Report. Presented by: Maria Joyner, Director of Finance**

Director of Finance Maria Joyner announced that the senior partner was not available to present this evening. Mayor Vasquez announced that the item would be tabled for another upcoming meeting.

**G. PUBLIC HEARINGS**

**4. A. Conduct a Public Hearing regarding a request for a 4B project at 801 West Palestine Street, Suite 104.**

HEDC Director Guy Brown presented the item and informed council that funds would be released after the certificate of occupancy is issued.

**B. Open Public Hearing and Receive Comment.**

Mayor Vasquez opened the public hearing at 6:32 p.m.

Virginia Burrell spoke regarding maintaining property and beautification in Hutchins. There were no others registered to speak. Mayor Vasquez closed the public hearing at 6:35 p.m.

**C. Discuss and consider Resolution R2025-11-1292 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING A 4B PROJECT FOR THE PURPOSE OF INFRASTRUCTURE IMPROVEMENTS FOR PROPERTY LOCATED AT 801 WEST PALESTINE STREET, SUITE 104, HUTCHINS, TEXAS; AUTHORIZING THE HEDC EXECUTIVE DIRECTOR TO EXECUTE THE FINAL AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.**

Councilmember Odom made the motion, seconded by Councilmember Rodriguez, to approve the consent agenda as presented. All in favor, the motion carried.

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

**5. A. Conduct a Public Hearing for a request for 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**

At the request of the applicant, the item was tabled until the next available council meeting.

**B. Open Public Hearing and Receive Comment.**

**C. Discuss and consider a request for 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**

**H. 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 a Resolution for the Purchase of a Remount Ambulance to replace 2018 Ambulance. Presented by: Capt Matthew Lehmann, EMS Captain  
Resolution R2025-11-1293**

Councilmember Elmore made the motion, seconded by Councilmember Rodriguez, to approve Resolution R2025-11-1293. All in favor, the motion carried.

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

- 7. Discuss and consider a Resolution designating an official newspaper for the City of Hutchins, Texas, the fiscal year 2025-2026. Presented by Cynthia Olguin  
Resolution R2025-11-1294**

Councilmember Odom made the motion, seconded by Councilmember Campbell, to approve Resolution R2025-11-1294. All in favor, the motion carried.

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

- 8. Discuss and consider a Resolution of the CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE CHANGE ORDER AGREEMENT WITH ESTRADA CONCRETE COMPANY LLC. TO COMPLETE LOWER RAWLINS (ARPA) WASTEWATER CONSTRUCTION PROJECT. Presented by: Mamun Yusuf, Director of Public Works  
Resolution R2025-11-1295**

Councilmember Elmore made the motion, seconded by Councilmember Rodriguez, to approve Resolution R2025-11-1295. All in favor, the motion carried.

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

- 9. Discuss and consider an Application Filing and Authorized Representative Resolution REQUESTING FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD; AUTHORIZING THE FILLING OF AN APPLICATION FOR ASSISTANCE; AND MAKING CERTAIN FINDINGS IN CONNECTION THERWITH FOR HUTCHINS WASTEWATER COLLECTION SYSTEM IMPROVEMENTS PROJECT. Presented by: Mamun Yusuf, Director of Public Works**

Councilmember Odom made the motion, seconded by Councilmember Elmore, to authorize an application filing requesting financial assistance from the Texas Water Development Board. All in favor, the motion carried.

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

- 10. Discuss and consider a Resolution of the CITY OF HUTCHINS, TEXAS, ACCEPTING THE BID PROPOSAL RECEIVED IN ASSOCIATION WITH THE WIDENING OF JJ LEMMON ROAD PROJECT; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN**

**AGREEMENT WITH ESTRADA CONCRETE COMPANY, LLC, IN AN AMOUNT NOT TO EXCEED \$467,912.00. Presented by: Mamun Yusuf, Director of Public Works  
Resolution R2025-11-1296**

Councilmember Odom made the motion, seconded by Councilmember Elmore, to approve Resolution R2025-11-1296. All in favor, the motion carried.

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

- 11. Discuss and consider a Resolution of the CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE STREET BOND PROGRAM SUPPORT SERVICE AGREEMENT WITH KIMLEY HORN & ASSOCIATES, INC., IN AN AMOUNT NOT TO EXCEED \$53,000.00. Presented by: Mamun Yusuf, Director of Public Works  
Resolution R2025-11-1297**

Councilmember Odom made the motion, seconded by Councilmember Campbell, to approve Resolution R2025-11-1297. All in favor, the motion carried.

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

- 12. Discuss and Consider Resolution No. R2025-11-1298 authorizing the City Administrator to implement an Enterprise Resource Planning Financial System Presented by: Maria Joyner, Director of Finance**

Councilmember Elmore made the motion, seconded by Councilmember Campbell, to approve Resolution R2025-11-1298. All in favor, the motion carried.

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

- 13. Discuss and consider a Resolution for a ballot for nomination of candidates for election to the Board of Directors of Dallas Central Appraisal District. Presented by Cynthia Olguin  
Resolution R2025-11-1299**

Councilmember Elmore made the motion, seconded by Councilmember Campbell, to approve Resolution R2025-11-1299 nominating America Rodriguez for the Board of Directors of Dallas Central Appraisal District. All in favor, the motion carried.

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

**I. EXECUTIVE SESSION**

- 14. The Hutchins City Council will hold a closed Executive Session pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, in accordance with the authority contained in §551.087. Deliberation regarding economic development negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision to a business prospect: 1) Project Visitation. Presented by: Guy Brown HEDC Executive Director**

Mayor Vasquez moved the council into Executive Session at 7:03 p.m.

- 15. 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 7:40 p.m.

**J. RECONVENE INTO REGULAR SESSION**

- 16. Take action, if any, as a result of Executive Session:**

**a. Deliberation regarding Chapter 551, Subchapter D, Texas Government Code, in accordance with the authority contained in §551.087. Deliberation regarding economic development negotiations. Project Visitation. Presented by: Guy Brown HEDC Executive Director**

No action taken as a result of Executive Session

- 17. 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.**

No action taken as a result of Executive Session

**K. ITEMS OF COMMUNITY INTEREST**

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

**L. ADJOURN**

Councilmember Elmore made the motion, seconded by Councilmember Campbell, to adjourn the meeting at 7:42 p.m. All in favor, the motion passed.

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

APPROVED:

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Mario Vasquez, Mayor

ATTEST:

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Cynthia Olguin, City Secretary