



**CITY OF HUTCHINS
CITY COUNCIL MEETING
AGENDA**

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

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Hutchins City Council to be 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 will be discussed and considered.

City Council Members

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

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. CITIZEN COMMENTS - *This agenda item provides an opportunity for citizens to address the City Council on any matter that is not posted on the agenda. Anyone wishing to address the City Council should complete a Citizen Comments Form and submit it to the City Secretary prior to the start of the City Council meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decision at this time.*

D. PRESENTATIONS

1. Fire Department Annual Report Presented by Stacey Hickson, Fire Chief
2. Police Department Employee commendations Presented by: Steve Perry, Police Chief

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
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

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
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

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

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

H. ITEMS OF COMMUNITY INTEREST

9. Boards and Commissions Recruitment Event, Thursday, March 20, 2025, at 6:00 p.m., Hutchins Community Center, 500 W. Denton St., Hutchins

Keep Hutchins Beautiful Peach Tree Arbor Day, Saturday, March 22, 2025, 8:30 a.m. Meeting Point: Campbell Park 200 N. Denton St. Hutchins. Volunteers needed. For more information call 972-225-0439 or email hutchinsctr@cityofhutchins.org.

Thursday, April 3, 2025: The last day to register to vote in the May 3, 2025, Hutchins General Election.

Keep Hutchins Beautiful - Great American Clean Up Day, Saturday, April 12, 2025, at 8:00 a.m. Meeting Point: Campbell Park, 200 N. Denton St., Volunteers needed. For more information call 972-225-0439 or email hutchinsctr@cityofhutchins.org.

Parks & Recreation Annual Easter Egg Hunt, Saturday, April 12, 2025, from noon - 2 pm at Campbell Park.


Early Voting By Personal Appearance for the May 3, 2025 Hutchins General Election: Hutchins City Hall – Council Chamber, 321 N. Main St., or at any of the Dallas County Elections early voting branch polling places listed on their website at www.dallascountyvotes.org.

| | | |
|----------------|---------------|---------------|
| Tuesday-Friday | April 22 – 25 | 8 am to 5 pm |
| Saturday | April 26 | 7 am to 7 pm |
| Sunday | April 27 | 12 pm to 6 pm |
| Monday-Tuesday | April 29 – 30 | 7 am to 7 pm |

I. ADJOURN

CERTIFICATION

I certify that a copy of the March 17, 2025, agenda of items to be considered by the Hutchins City Council was posted on the City Hall bulletin board, a place convenient and readily accessible to the public at all times, and to the City's website www.cityofhutchins.org, in accordance with Chapter 551 of the Texas Government Code. Posted on Thursday, March 13, 2025, before 6:30 p.m.


Cynthia Olguin
City Secretary



ACCESSIBILITY STATEMENT

The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 48 hours in advance of scheduled meeting. For assistance, please call the office of the City Secretary at 972-225-6121 or email the City Secretary at colguin@cityofhutchins.org



STAFF REPORT

MEETING DATE: 3/17/2025

MEETING TYPE: CITY COUNCIL

SUBMITTED BY: S. HICKSON

AGENDA CAPTION: Fire Department Annual Report Presented by Stacey Hickson, Fire Chief

Background Information: Annual Report Presentation for 2024

Budget Implications None

Operational Impact N/A

Legal Review N/A

Staff Recommendation N/A

Supporting Documentation and Attachments Attached

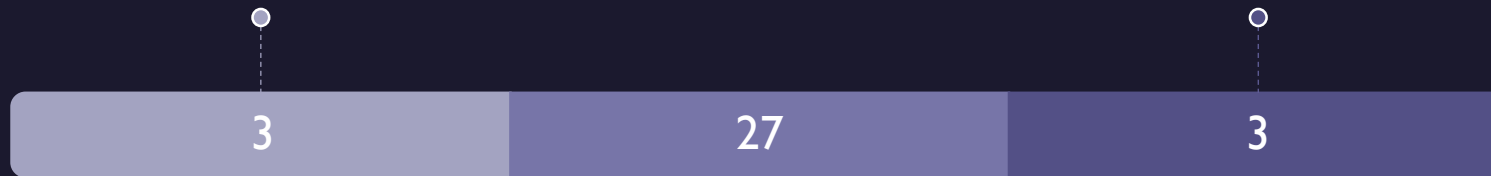


Hutchins Fire Rescue

March 17, 2025

Personnel

- Fire Administration:
 - Chief
 - EMS Captain
 - Fire Inspector



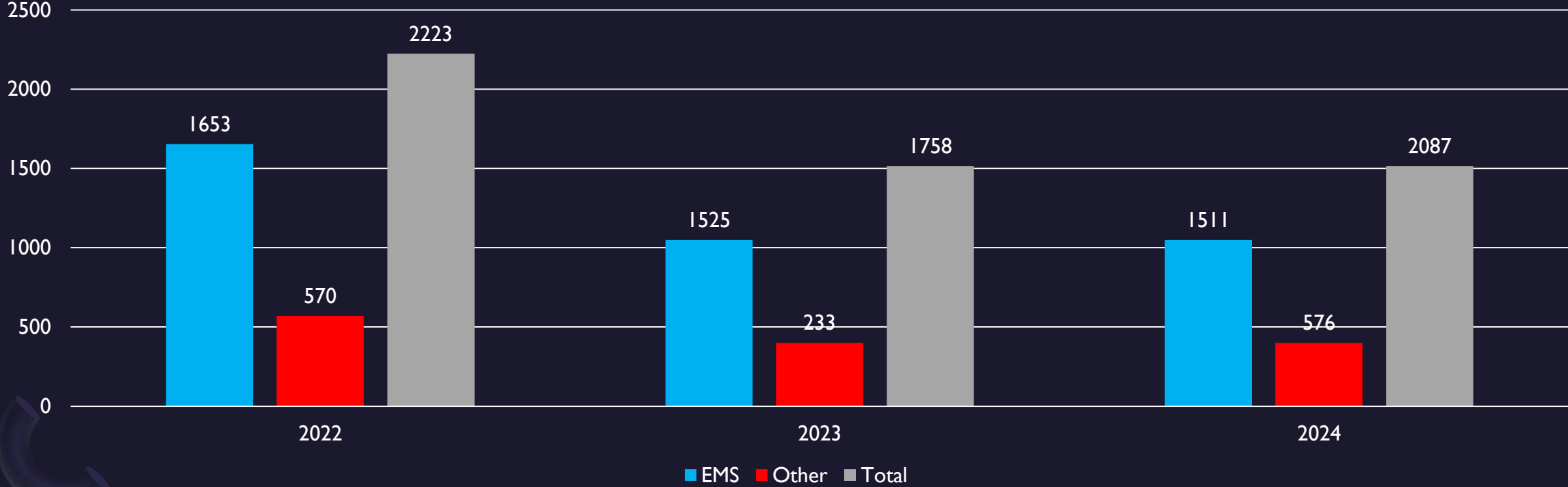
- 9 Personnel per Shift
- Station 1 (PSB) x 1 Lieutenant & 3 FF's
- Station 2 x 1 Captain & 4 FF's

Future Plans for Personnel
3 total Personnel in 2025/2026
Possible SAFER Grant



Hutchins Fire Rescue

EMS and Fire Response 2022-2024





COMMUNITY PROJECTS:

CURRENT:

- National Night Out
- Ride Along Program
- Wellness Checks for Seniors
- Fall Festival

FUTURE:

- Touch a Truck (Annually with Atmos)
- Junior Fire Explorer Program
- Station Tours for Public
- Citizens Public Safety Academy

Training Initiatives

Specialty Training with EDUCT City's
High Angle, Swift Water, Heavy Rescue
Special Hazard Training businesses in
Hutchins (Blue Rhino, Chick-Fil-A)
Paramedic School for 3 EMT's
Driver Operator and Aerial Ops
Fire Officer Command Staff Training
Fire Instructor Certification Training
Required 16 hour Live Fire Burns in
DeSoto



Public Safety Improvement and Projects

- Holmatro Nex Gen Pantheon Vehicle Extrication Equipment.
- Medical Grade Sauna for Cancer Prevention at Station 2.
- Phoenix Station Emergency Alerting System at Station 2.
- Assistance to Firefighters Grant for second set of firefighting gear and wildland/vehicle extrication gear applied for thru FEMA for \$201,000.00.



Fire Prevention and Education



Pre-Fire Plans

Total: 160

208 Businesses



Inspections

Total: 147



Fire Prevention

Fire Prevention programs.



Fire Hydrants

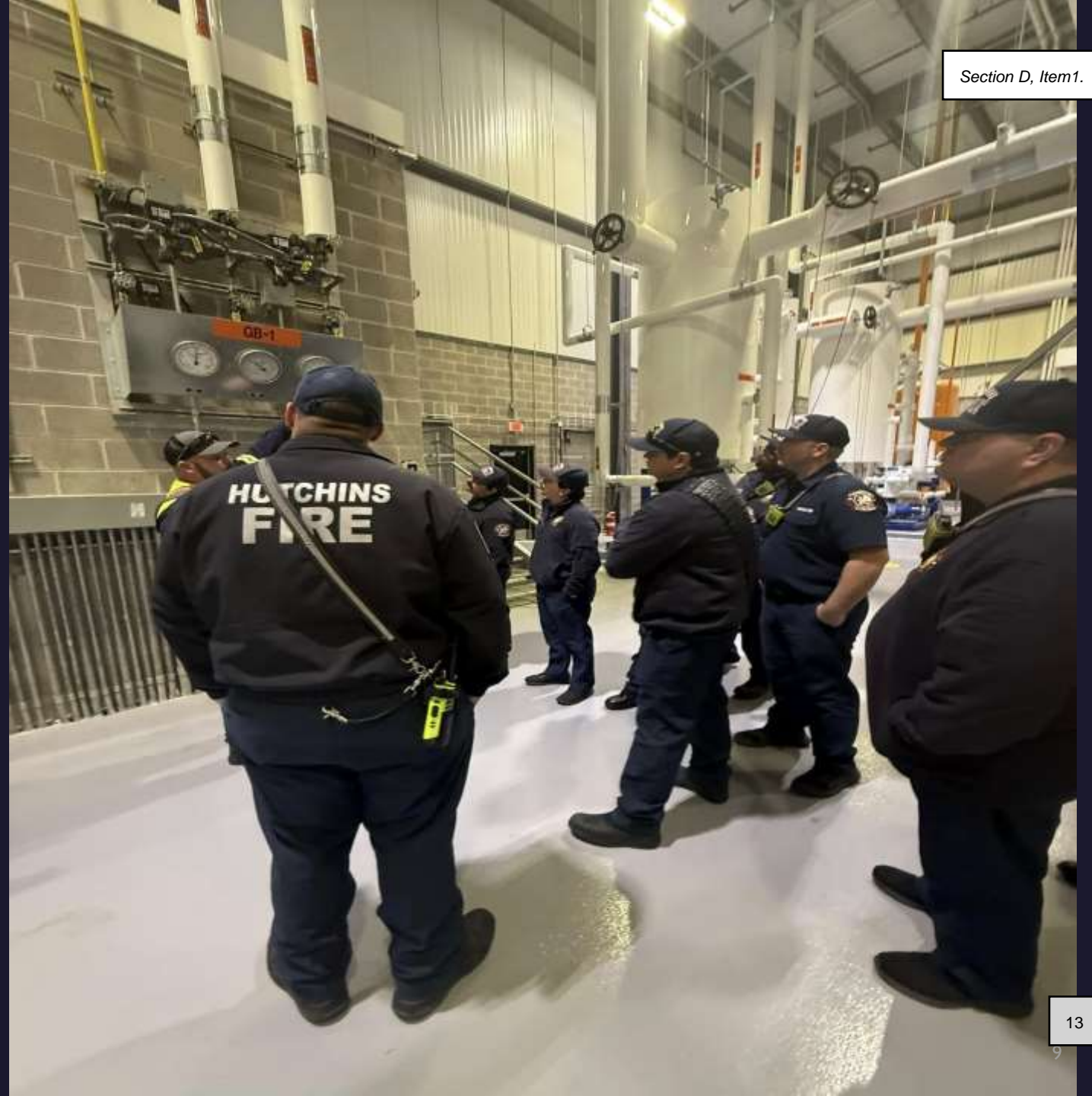
429 Hydrants

Maintained 2 x a year.

Summary

With the city growing and calls expected to increase, the priority for our dept is serving the public at the highest level.

Mission Statement: We continually strive for excellence, guided by principles of trust, integrity, honesty, loyalty, safety, and respect for all."



Section D, Item 1.

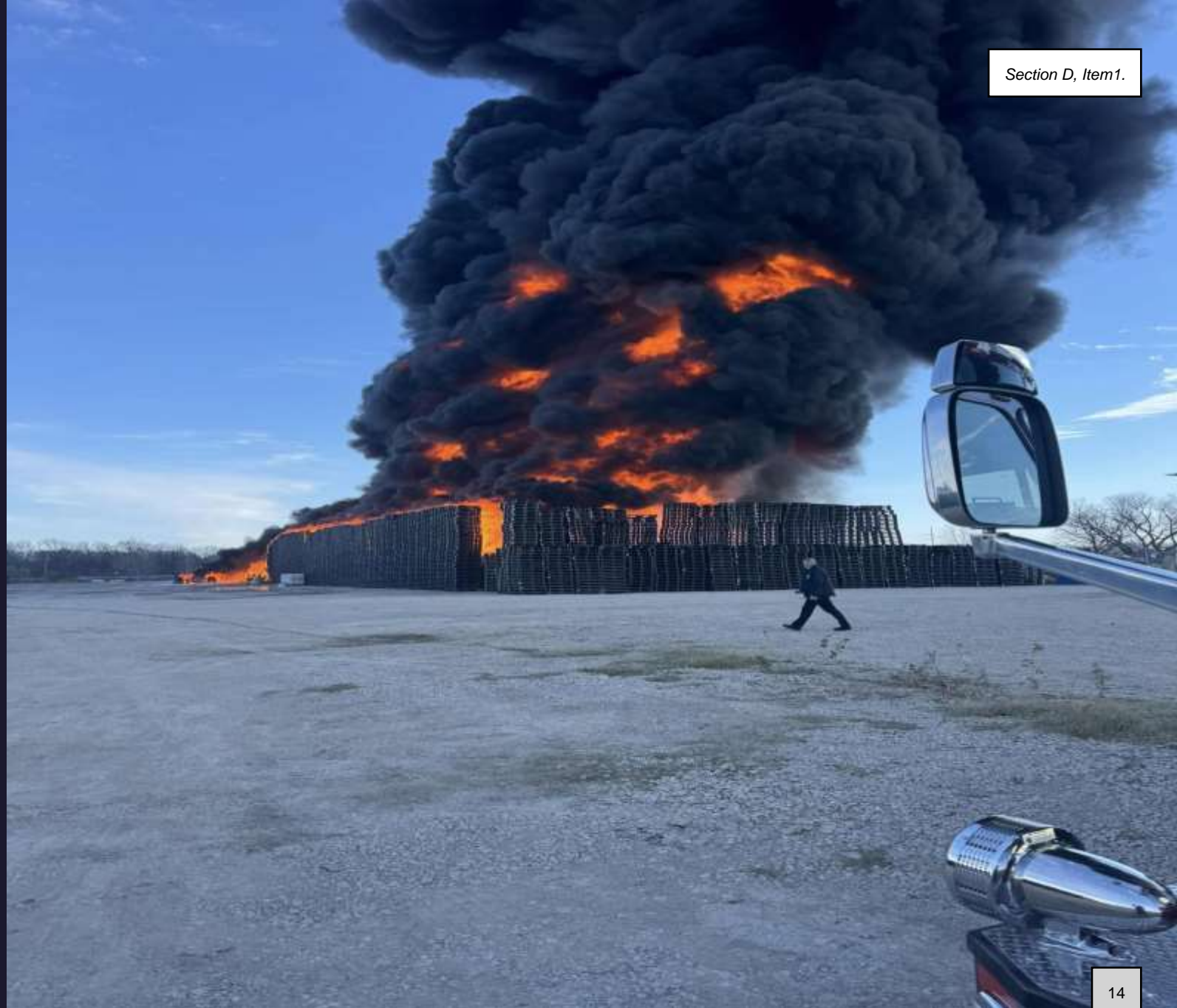
Thank You

Stacey Hickson – Fire Chief

shickson@cityofhutchins.org

www.cityofhutchins.org

972-225-9901





STAFF REPORT

MEETING DATE: March 17, 2025

MEETING TYPE: Regular Council Meeting

SUBMITTED BY: Chief Perry

AGENDA CAPTION: Employee commendations Presented by:
Steve Perry , Police Chief

Background Information

On Thursday, February 20, 2025, Sgt. Chris Silvi was dispatched to a theft call in the new Southaven housing addition. Sgt. Silvi observed the suspect vehicle attempting to flee the area west on the abandoned West Cleveland Rd. Sgt. Silvi made a traffic stop on the vehicle and upon investigating the call made two arrest and recovered stolen lumber.

On February 16, 2025, Sgt. Phelps and Officer Officers J. Ramirez were dispatched to 1019 S IH 45 (Melissa Valley Transport) in the City of Hutchins, Dallas County, TX in regard to cargo theft. Prior to arrival dispatch advised two trucks and trailers were stolen at approximately 2200 hours on 02/15/2025 and two trucks and trailers were stolen at approximately 0600 hours on 02/16/2025. Sgt. Phelps and Ramirez immediately began an investigation that led to the recovery of \$ 900.000.00 of stolen freight from the Melissa Valley lot.

Citizen commendation:

I just wanted to send a huge 'Thank You' to your officers for finding my 17-year-old son, John Lazarus, on Monday afternoon/evening. We live in Wylie, and he left for school before I got up for work. As I was getting around, I noticed he had left his phone behind. Then I saw his school ID. That's not completely unusual but I did start to wonder...He has a girlfriend who lives in Houston, and he had been in a foul mood for about a week. I got to work and decided to check his attendance for the day, and he had been marked absent from his 3rd period class. I thought that maybe he had skipped riding home and got his phone. When I checked a couple of hours later, he was showing absent from FOUR classes. That's when I began to panic. I could see his location if he had his phone on him, but he didn't. I also knew that he had no money. He did have his MacBook, however, so on the off chance that he might stop somewhere with WIFI, I called my older son who lives in Tulsa and asked him to try to message him. Around 5pm, he finally heard back from him. John even sent him a screenshot of his bike route and it looked like he was near Hutchins. On the advice of a friend who is a former Wylie police officer, I called your dispatch immediately. I believe I spoke with someone named Brittany. She was very kind and patient as she took down all my information (through my tears!) and my son's description. She said she would call me if the officers contacted John. I was so scared for him and was hoping he hadn't left the area. Twenty minutes later, Brittany called me back to tell me the good news. I was able to get down there before 7pm and was so relieved to see him! The officer who I spoke with was also very kind (but as I had been such a wreck, I don't remember his name and I'm sorry about that!). I couldn't have asked for a better outcome! I'm truly grateful for your team's help and thoughtfulness. I'm

a single mom just doing what I can, and I felt so awful that John felt the need to run away from his perceived problems. He has seemed to learn quite a bit from his experience Monday, so hopefully we've turned the corner. Again, my heartfelt thanks to all those involved in finding him. Alodie

Budget Implications

Operational Impact

Legal Review

Staff Recommendation

Supporting Documentation and Attachments



STAFF REPORT

MEETING DATE: March 17, 2025

MEETING TYPE: City Council

SUBMITTED BY: Mamun Yusuf

AGENDA CAPTION: 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

Background Information

Staff received a proposal from Flock Safety, Inc. to install video surveillance in City Parks. The plan includes a total of five (5) cameras: one each at Sunrise Creek Park, Valley View Park, and MLK Park, and two at Cambell Park. The first-year cost, including installation, is \$15,000, with an annual recurring cost of \$15,000 for subsequent years, covering all maintenance expenses.

Budget Implications

\$15,000.00

Operational Impact

\$15,000.00

Legal Review

N/A

Staff Recommendation

Staff recommend approving resolution R2025-03-1252

Supporting Documentation and Attachments

**CITY OF HUTCHINS
RESOLUTION NO. R 2025-03-1252**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH FLOCK SAFETY TO PROVIDE CAMERAS IN CITY PARKS IN THE CITY OF HUTCHINS, TEXAS. THIS AGREEMENT IS FOR A (1) YEAR RENEWABLE TERM AND WILL BE EFFECTIVE UPON APPROVAL FROM THE CITY COUNCIL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS Flock Safety ("Flock") offers a software and hardware situational awareness solution through Flock's technology platform that is capable of capturing audio, video, image, and recording data and provide notifications to Customer ("*Notifications*"); and

WHEREAS Customer desires access to the Flock (defined below) on existing devices, provided by Customer, or Flock provided Flock Hardware (as defined below) to create view, search and archive Footage and receive Notifications, via the Flock Services; and

WHEREAS Customer shall have access to the Footage in Flock Services. Pursuant to Flock's standard Retention Period (defined below) Flock deletes all Footage on a rolling thirty (30) day basis, except as otherwise stated on the *Order Form*. Customer shall be responsible for extracting, downloading and archiving Footage from Flock Services on its own storage devices; and

WHEREAS Flock desires to provide Customer the Flock Services and any access thereto, subject to the terms and conditions of this Agreement, solely for legitimate business purposes, including but not limited to the awareness, prevention, and prosecution of crime, investigations, prevention of commercial harm, to the extent permitted by law ("*Permitted Purpose*"); and

WHEREAS the City Council of the City of Hutchins finds it in the best interest of the City of Hutchins to authorize the City Administrator to negotiate and execute the Agreement, attached hereto as Exhibit "A", with Flock on behalf of the City of Hutchins.

NOW, THEREFORE, BE RESOLVED BY THE CITY COUNCIL FOR THE CITY OF HUTCHINS, TEXAS, THAT:

SECTION 1. The City, acting through its governing body, hereby authorizes the City Administrator to execute the Agreement with Flock Safety.

SECTION 2. This Resolution shall become effective immediately from and after its

passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas, this the 17th day of March 2025.

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary

EXHIBIT A
FLOCK SAFETY AGREEMENT

Flock Safety + TX - Hutchins PD

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
David Thomas
david.thomas@flocksafety.com
6786543023

flock safety

ORDER FORM

This order form (“**Order Form**”) hereby incorporates and includes the terms of the previously executed agreement (the “**Terms**”) which describe and set forth the general legal terms governing the relationship (collectively, the “**Agreement**”). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the “**Effective Date**”)

| | |
|---|--|
| Customer: TX - Hutchins PD | Initial Term: 12 Months |
| Legal Entity Name: TX - Hutchins PD | Renewal Term: 12 Months |
| Accounts Payable Email: myusuf@cityofhutchins.org | Payment Terms: Net 30 |
| Address: 205 W Hickman St Hutchins, Texas 75141 | Billing Frequency: Annual Plan - First Year Invoiced at Signing. |
| | Retention Period: 30 Days |

Hardware and Software Products

Annual recurring amounts over subscription term

| Item | Cost | Quantity | Total |
|--|----------|----------|--------------------|
| Flock Safety Platform | | | \$15,000.00 |
| Flock Safety Flock OS | | | |
| FlockOS™ - Community | Included | 1 | Included |
| Flock Safety Video Products | | | |
| Flock Safety Video Camera PTZ w/ LTE Service, fka Condor | Included | 5 | Included |

Professional Services and One Time Purchases

| Item | Cost | Quantity | Total |
|--|--------|----------|--------|
| One Time Fees | | | |
| Flock Safety Professional Services | | | |
| Video Camera Professional Services - Standard Implementation Fee | \$0.00 | 5 | \$0.00 |

| | |
|-----------------------------------|-------------|
| Subtotal Year 1: | \$15,000.00 |
| Annual Recurring Subtotal: | \$15,000.00 |
| Discounts: | \$3,750.00 |
| Estimated Tax: | \$0.00 |
| Contract Total: | \$15,000.00 |

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a “**Renewal Term**”) unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Billing Schedule

| Billing Schedule | Amount (USD) |
|--------------------------------------|---------------------|
| Year 1 | |
| At Contract Signing | \$15,000.00 |
| Annual Recurring after Year 1 | \$15,000.00 |
| Contract Total | \$15,000.00 |

*Tax not included

Discounts

| Discounts Applied | Amount (USD) |
|------------------------------------|---------------------|
| Flock Safety Platform | \$0.00 |
| Flock Safety Add-ons | \$0.00 |
| Flock Safety Professional Services | \$3,750.00 |

Product and Services Description

Section E, Item3.

| Flock Safety Platform Items | Product Description |
|--|---|
| FlockOS™ - Community | An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community. |
| Flock Safety Video Camera PTZ w/ LTE Service, fka Condor | Law enforcement grade live streamed PTZ camera with 30 days of edge storage. VMS included and server free. Installed and maintained by Flock Safety, turn key-no additional software or integrations required. *Flock provided sim card camera is limited to 25 hours per month of live streaming. |
| Video Camera Professional Services - Standard Implementation Fee | One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief. |

FlockOS Features & Description

| FlockOS Features | Description |
|---|--|
| Community Network Access | The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases. |
| Unlimited Users | Unlimited users for FlockOS |
| Time & Location Based Search | Search full, partial, and temporary plates by time at particular device locations |
| License Plate Lookup | Look up specific license plate location history captured on Flock devices |
| Vehicle Fingerprint Search | Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks. |
| ESRI Based Map Interface | Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture. |
| Real-Time NCIC alerts sent to Shared Agencies | Alert sent to any shared community Law Enforcement agency when a vehicle entered into the NCIC crime database passes by a Flock camera |
| Unlimited Custom Hot Lists | Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera |

By executing this Order Form, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed agreement.

Section E, Item 3.

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: TX - Hutchins PD

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

PO Number: _____



STAFF REPORT

MEETING DATE: March 17, 2025

MEETING TYPE: City Council

SUBMITTED BY: Katherine Lindsey

AGENDA CAPTION: 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

Background Information

Swagit is a company that offers equipment and subscription services that will record City Council meetings to be uploaded to the City website. The equipment will be controlled remotely by a company representative, and also offer live closed captioning in English and Spanish. Post-meeting, the software will allow website viewers to navigate to the specific portions of the meeting they care about most. The contract covers 26 meetings a year. There is a one-time equipment fee of \$70,895.39 and annual fee of \$40,212.83 subjected to a 7% annual uplift.

Budget Implications

The costs were included in the adopted FY2024-2025 Annual Budget.

Operational Impact

Using Swagit will allow members of the public to view meetings they are unable to attend in-person and support the City’s goals of being transparent.

Legal Review

The City Attorney approved the quote and resolution.

Staff Recommendation

Staff recommends that the City Council approve the resolution.

Supporting Documentation and Attachments

1. Resolution
2. Quote

**CITY OF HUTCHINS
RESOLUTION NO. R 2025-03-1253**

A RESOLUTION 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.

WHEREAS, the City of Hutchins recognizes the need for City Council meetings to be recorded and shared publicly; and

WHEREAS, the City of Hutchins is a member of the The Interlocal Purchasing System (TIPS), a purchasing cooperative of the Region 8 Education Service Center, through which the contract procurement vehicle TIPS 220105 is made available; and

WHEREAS, the City Council of the City of Hutchins has been presented with a proposed agreement between the City and Granicus, Inc. for Swagit equipment and subscription fees (the “Agreement”); and

WHEREAS, the City Council of the City of Hutchins finds it in the best interest of the City of Hutchins to authorize the City Administrator to execute the Agreement, attached hereto as Exhibit “A”, on behalf of the City of Hutchins.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, THAT:

SECTION 1. The City Administrator is authorized to negotiate and execute the Agreement, attached hereto and incorporated herein as Exhibit “A,” and all related documents thereto on behalf of the City of Hutchins.

SECTION 2. This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas, this the 17th day of March, 2025.

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary
(03-10-2025: 4921-7978-7046, v. 1)

**EXHIBIT "A"
AGREEMENT**

4921-7978-7046, v. 1

THIS IS NOT AN INVOICE

Order Form
Prepared for
Hutchins, TX**Procurement Vehicle: TIPS 220105
In Support of: Hutchins, TX****ORDER DETAILS**

Prepared By: Kyle Connors
Phone: (864) 365-8450
Email: kyle.connors@granicus.com
Order #: Q-411014
Prepared On: 28 Feb 2025
Expires On: 14 Mar 2025

ORDER TERMS

Currency: USD
Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue until 17 Aug 2028.

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

| One-Time Fees | | | |
|---|---|---------------|--------------------|
| Solution | Billing Frequency | Quantity/Unit | One-Time Fee |
| Avior™ PRO Remote Broadcast System - Three Camera Setup | 50% Up Front / 50% on 18 Aug 2025 | 1 Each | \$45,204.23 |
| Advanced Caption Encoder/Decoder | 50% Up Front / 50% on 18 Aug 2025 | 1 Each | \$10,059.93 |
| Avior™ Setup and Deployment | 50% Up Front / 50% on 18 Aug 2025 | 1 Each | \$1,087.56 |
| Optional Extended Warranty for AVIOR™ Camera Control Appliance(s) | 50% Up Front / 50% on 18 Aug 2025 | 1 Each | \$2,013.28 |
| Extended Warranty Plan for Advanced Caption Encoder/Decoder | 50% Up Front / 50% on 18 Aug 2025 | 1 Each | \$1,735.35 |
| Captioning Software Only | 50% Up Front / 50% on 18 Aug 2025 | 1 Each | \$3,242.54 |
| AVIOR™ Custom Pre-Assembly & Install | 50% Up Front / 50% on 18 Aug 2025 | 1 Each | \$7,552.50 |
| SUBTOTAL: | | | \$70,895.39 |

| New Subscription Fees (18 Aug 2025 - 17 Aug 2026) | | | |
|---|--------------------------|----------------------|--------------------|
| Solution | Billing Frequency | Quantity/Unit | Annual Fee |
| Avior™ 25 | Annual | 1 Each | \$17,865.05 |
| Additional Remote Switched Meeting/Event | Annual | 1 Each | \$347.42 |
| CaptionLive Premium ESP | Annual | 65 Hours | \$18,371.60 |
| Optional Annual Support for Avior™ PRO Remote Broadcast System - Three Camera Setup | Annual | 1 Each | \$2,013.28 |
| AVIOR Control Software License | Annual | 1 Each | \$1,615.48 |
| SUBTOTAL: | | | \$40,212.83 |

FUTURE YEAR PRICING

| Solution(s) | Period of Performance | |
|---|---------------------------|---------------------------|
| | 18 Aug 2026 - 17 Aug 2027 | 18 Aug 2027 - 17 Aug 2028 |
| Avior™ 25 | \$19,115.60 | \$20,453.70 |
| Additional Remote Switched Meeting/Event | \$371.74 | \$397.76 |
| CaptionLive Premium ESP | \$19,657.61 | \$21,033.64 |
| Optional Annual Support for Avior™ PRO Remote Broadcast System - Three Camera Setup | \$2,154.21 | \$2,305.00 |
| AVIOR Control Software License | \$1,728.56 | \$1,849.56 |
| SUBTOTAL: | \$43,027.72 | \$46,039.66 |
| | | |

PRODUCT DESCRIPTIONS

| Solution | Description |
|---|---|
| Avior™ 25 | AVIOR™ 25 Managed Service SaaS: Remote Switching for up to 25 meetings per year. |
| Additional Remote Switched Meeting/Event | Contract Overage/a la carte: Each Additional Remotely Switched Meeting or Event |
| CaptionLive Premium ESP | CaptionLive Premium ESP - Human Transcription Service in English with Automated Spanish, per hour. Live and Video On-Demand Closed Captioning. |
| Avior™ PRO Remote Broadcast System - Three Camera Setup | Avior™ PRO Remote Broadcast System: Three HD Camera Solution |
| Advanced Caption Encoder/Decoder | Advanced Caption Encoder/Decoder for IP-based handoff to captioners: HD492 is a three gigabits level B, high definition, serial digital interface closed caption encoder with audio and captions over IP. Synchronization of live captions and program video/audio with CCMATCH technology. Unit has an additional built-in SDI decoder output to show on-screen caption burn-in. Simultaneous support for two languages. |
| Optional Annual Support for Avior™ PRO Remote Broadcast System - Three Camera Setup | Annual Support for Avior™ PRO Remote Broadcast System - Three Camera Setup |
| AVIOR Control Software License | Annual License Fee |
| Avior™ Setup and Deployment | Standard AVIOR™ system setup and remote deployment |
| Optional Extended Warranty for AVIOR™ Camera Control Appliance(s) | Optional Extended Warranty for AVIOR™ Camera Control Appliance (s) |

| Solution | Description |
|---|--|
| Extended Warranty Plan for Advanced Caption Encoder/Decoder | Extended Warranty Plan for Advanced Caption Encoder/Decoder |
| Captioning Software Only | Captioning Software Only (EASE™ H or EASE™ 2D Appliance Upgrade) |
| AVIOR™ Custom Pre-Assembly & Install | AVIOR™ Custom Pre-Assembly & Install (travel not included) |

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at <https://granicus.com/legal/licensing>, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-411014 dated 28 Feb 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Hutchins, TX to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Terms & Conditions of TIPS Contract # 220105 are incorporated herein by reference.

SWAGIT Product Specific Terms

In addition to the terms and conditions of your agreement with Granicus, your use of the Swagit product offerings (including hardware, software and services) will be governed by the additional terms set forth below. Any conflict between the terms of your agreement with Granicus and these product-specific terms will be resolved in favor of these terms solely as it relates to the Swagit Product.

- 1. AVIOR Broadcaster Hardware.** Cancellation of any order for Avior Broadcaster hardware will result in Client's obligation to pay Granicus twenty percent (20%) of the total fees due for the hardware as a restocking fee, and Client is responsible for all costs associated with the return of the hardware to Granicus in resale condition.
- 2. Warranty.** All equipment is provided to Client with the manufacturer's warranty associated with such equipment. Granicus disclaims all warranties, express or implied associated with the equipment, including any implied warranties of merchantability and fitness for a particular purpose. Granicus will provide Client with all documentation associated with the manufacturer's warranty upon request.
- 3. Camera and Broadcast Operations.** Granicus may need to operate the camera and broadcast system remotely. Such remote operation requires access via inbound TCP port 2001, outbound TCP ports 21, 80, 443, 1935, 5721, and outbound UDP ports 53, 123. The Client will need to supply Granicus with access to such TCP and UDP ports with respect to the Client's Internet connection. Granicus will not be responsible for remote camera operations should Client fail to give Granicus such access, or if Client's Internet connection is interrupted. Additionally, in the event the Granicus needs to operate such system manually, the Client will provide access to the equipment at the Site designated by the Client in the Scope of Work.

BILLING INFORMATION

| | | | |
|-------------------------|--|--|---|
| Billing Contact: | | Purchase Order Required? | <input type="checkbox"/> - No <input type="checkbox"/> - Yes |
| Billing Address: | | PO Number: <i>If PO required</i> | |
| Billing Email: | | Billing Phone: | |

If submitting a Purchase Order, please include the following language:

The pricing, terms, and conditions of quote Q-411014 dated 28 Feb 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

| TIPS 220105 | |
|-------------------|--|
| Signature: | |
| Name: | |
| Title: | |
| Date: | |



STAFF REPORT

MEETING DATE: March 17, 2025

MEETING TYPE: Regular Council Meeting

SUBMITTED BY: Chief Perry

AGENDA CAPTION: 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

Background Information

The City of Hutchins was awarded the **Advanced Law Enforcement Rapid Response Training (ALERTT) Grant** during 2024 from the State of Texas Office of the Governor. **The ALERTT Grant (#5012401)** was awarded to the City of Hutchins to fund training equipment. In Response to the Uvalde school shooting, the Texas Commission on Law Enforcement mandated that all Texas Peace Officers have a least 16 hours of continuing education of ALERTT by August 31, 2025, and continuing for each 2-year training cycle thus, making Advanced Law Enforcement Rapid Response Training the standard for Texas. The City of Hutchins passed Resolution # R2024-03-1179 in support of this grant.

Staff requested \$65,855.90 to fund the training material in the grant request. Upon approval of the grant there was a cost increase of \$12,007.46 bringing the total cost to \$77,863.36. The Police Department will utilize current year salary attrition to absorb the cost increase of \$12,077.46. Staff is requesting approval to accept the grant funds of \$65,855.90 and **adjust** the Police Budget by \$12,077.46 to cover all expenditures associated with the \$77,863.36 grant.

Budget Implications

Advanced Law Enforcement Rapid Response Training Grant (#5012401)

| | | |
|-----------------|--------------------|----------------------------------|
| Original Budget | \$65,855.90 | |
| Cost Increase | \$12,007.46 | Covered within the Police Budget |
| TOTAL | \$77,863.36 | |

The grant period is from October 1, 2024 through September 30, 2025. No matching funds nor in-kind contributions are required with this grant. The grant funds are disbursed on a reimbursement basis.

Staff Recommendation

Staff recommends acceptance of the grant funds from the Office of the Governor in the amount of \$65,855.90 and adjust the Police Budget by \$12,007.46 to cover all expenditures associated with the grant.

Supporting Documentation and Attachments

- Resolution
- Original Quotes
- New Quotes

**CITY OF HUTCHINS
RESOLUTION NO. R 2025-03-1254**

A RESOLUTION 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).

WHEREAS, The City of Hutchins finds it in the best interest of the citizens of Hutchins, Texas, that the ALERRT Equipment be operated for the 2024/2025 budget year; and

WHEREAS, The City of Hutchins agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Hutchins assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The City of Hutchins designates the City Administrator or his designee, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, THAT:

SECTION 1. The City of Hutchins accepts funding from the Office of the Governor for the ALERRT Equipment grant.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas, this the 17th day of March 2025.

Grant Number: 5012401

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary

CITY OF HUTCHINS
RESOLUTION NO. R 2024-03-1179

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE CHIEF OF POLICE TO APPLY FOR THE ALERRT EQUIPMENT GRANT FROM THE OFFICE OF THE GOVERNOR (OOG) CRIMINAL JUSTICE DIVISION (CJD) FOR THE FY 2024 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM 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).

WHEREAS, The City of Hutchins finds it in the best interest of the citizens of Hutchins, Texas, that the ALERRT Equipment be operated for the 2024/2025 budget year; and

WHEREAS, The City of Hutchins agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Hutchins assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The City of Hutchins designates the City Administrator or his designee, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, THAT:

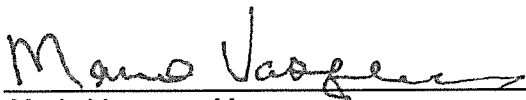
SECTION 1. The City of Hutchins approves the submission of the grant application for the ALERRT Equipment grant to the Office of the Governor.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas, this the 18th day of March 2024.

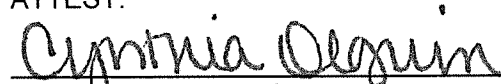
Grant Number: 5012401

CITY OF HUTCHINS, TEXAS

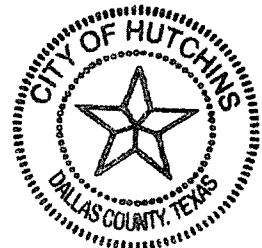


Mario Vasquez, Mayor

ATTEST:



Cynthia Olguin, City Secretary
(03-07-2024: 4891-7492-7788, v. 1)



QUOTE



| Date | Quote # |
|----------|---------|
| 10-24-23 | 116 |

Products that serve!

P.O. Box 15009 • Hattiesburg, MS 39404
www.kdlsolutionsllc.com

Hutchins Police Department
 Matthew McPherson
 550 W Palestine
 Hutchins, Texas 75141
 (972) 225-2225
mmcpherson@cityofhutchins.org

| Description | Quantity | Rate | Total |
|----------------------------------|----------|------|--------------------|
| <i>ERASE Add-on</i> | 1 | | \$65,855.90 |
| <i>Complimentary shipping</i> | | | |
| Quote valid for 120 days. | | | \$65,855.90 |

| Phone # | Fax # | E-mail | Send PO to: |
|--------------|-------|--------|--|
| 601-270-6411 | | | kim.wingo@kdlsolutionsllc.com |

See next page for case contents description.



QUOTE

| Date | Quote # |
|---------|---------|
| 2-10-25 | 451 |

Products that serve!

P.O. Box 15009 • Hattiesburg, MS 39404
www.kdlsolutionsllc.com

Hutchins Police Department
Matthew McPherson
 550 W Palestine
 Hutchins, Texas 75141
 (972) 225-2225
mmcpherson@cityofhutchins.org

| Description | Quantity | Rate | Total |
|--|----------|------|-------------|
| <i>Standard ERASE kit minus computer kit</i> | 1 | | \$77,863.36 |
| <i>Complimentary shipping</i> | | | |
| Quote valid for 120 days. | | | \$77,863.36 |

| Phone # | Fax # | E-mail | Send PO to: |
|--------------|-------|--------|--|
| 601-270-6411 | | | kim.wingo@kdlsolutionsllc.com |

Standard ERASE kit minus computer contents:

| <i>Kit Type</i> | <i>Case #</i> | <i>Item Description</i> | <i>Quantity</i> |
|-----------------|---------------|------------------------------|-----------------|
| ERASE | 1 | Pelican 1780 | 1.5 |
| ERASE | 1 | M4 lower | 18 |
| ERASE | 1 | M4/Simunition Rifle upper | 18 |
| ERASE | 1 | Sights | 18 |
| ERASE | 1 | Slings | 18 |
| ERASE | 1 | Condor Go Bag | 6 |
| ERASE | 1 | Litter | 6 |
| ERASE | 1 | Drag Strap | 6 |
| ERASE | 1 | Assorted Bandages | 12 |
| ERASE | 1 | Simunition Masks | 9 |
| ERASE | 1 | Simunition Throat Protectors | 9 |
| ERASE | 1 | Paintball Masks | 3 |
| ERASE | 1 | Bore Rod | 3 |
| ERASE | 1 | Extractor Rod w/ Brush | 3 |
| ERASE | 1 | Training Baton | 6 |
| ERASE | 1 | Pelican 1780 Hard Liner | 1.5 |
| ERASE | 1 | Sticker/Placard | 3 |

ERASE Case 1 is duplicated for 2 and 3

| | | | |
|-------|---|-------------------------------|----|
| ERASE | 4 | Pelican 1650 | 1 |
| ERASE | 4 | Glock 17T | 18 |
| ERASE | 4 | Glock 17T Spare Magazines | 36 |
| ERASE | 4 | 9 mm Blank gun | 6 |
| ERASE | 4 | 9mm Blank Gun Spare Magazines | 12 |
| ERASE | 4 | Bore Punch w/ Brush | 2 |
| ERASE | 4 | Punch Rods | 5 |
| ERASE | 4 | Custom Foam | 1 |
| ERASE | 4 | Sticker/Placard | 1 |

| | | | |
|-------|---|----------------------|----|
| ERASE | 6 | Sim Rifle Mags (9mm) | 36 |
| ERASE | 6 | CAT Tourniquets | 40 |
| ERASE | 6 | NAR Medical Kit | 1 |
| ERASE | 6 | Pelican 1650 | 1 |
| ERASE | 6 | Sticker/Placard | 1 |

**All items listed above are included in the kit in the quantities shown and are packaged based upon standards and training design. All cases are watertight, airtight lockable cases with exterior carry handles and wheels to facilitate easy transportation. Each kit, when used as designed, allows complete mobility in training-allowing instructors to conduct a standard ERASE class at any location with the most basic of facilities while meeting all goals and objectives as established by the ALERRT Center. Note that kits as described DO NOT include expendables which KDL Solutions defines as items used completely during the instruction of a class or during the instruction of less than twelve classes. All such expendable items must be purchased independently of equipment, these items include ammunition, flash bang simulator fuses, ear plugs, printed materials, etc.*



STAFF REPORT

MEETING DATE: March 17, 2025

MEETING TYPE: Regular Council Meeting

SUBMITTED BY: Chief Perry

AGENDA CAPTION: 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

Background Information

The City of Hutchins was awarded the **Rifle Resistant Body Armor Grant (#5012601)** during 2024 from the State of Texas Office of the Governor. The Rifle Resistant Body Armor Grant was awarded to fund the purchase of heavy ballistic vests. At the time of grant application, the Hutchins Police department employed 24 sworn Officers. With this grant award each of the 24 officers will receive a new rifle resistant body armor. The City of Hutchins passed Resolution #R2024-03-1180 in support of this grant. Staff requested \$12,251.52 to fund the purchase of these heavy ballistic vests. Upon approval of this grant from the Office of the Governor, grant official approved the grant contingent upon changing the type of ballistic vest that the City would purchase. There is a price increase for the new approved ballistic vest of \$3,072.00, bringing the new total to \$15,323.52. The Police Department will utilize current year salary attrition to absorb the cost increase of \$3,072.00. Staff is requesting approval to accept the grant funds of \$12,251.52 and adjust the Police Budget by \$3,072.00 to cover all expenditures associated with the \$15,323.52 grant.

Budget Implications

Rifle Resistant Body Armor Grant (#5012601)

| | | |
|-----------------|--------------------|----------------------------------|
| Original Budget | \$12,251.52 | |
| Cost Increase | \$ 3,072.00 | Covered within the Police Budget |
| TOTAL | \$15,323.52 | |

The grant period is from October 1, 2024 through September 30, 2025. No matching funds nor in-kind contributions are required with this grant. The grant funds are disbursed on a reimbursement basis.

Staff Recommendation

Staff recommends acceptance of the grant funds from the Office of the Governor in the amount of \$12,251.52 and adjust the Police Budget by \$3072 to cover all expenditures associated with the grant.

Supporting Documentation and Attachments

- Resolution
- Original Quotes
- New Quotes

**CITY OF HUTCHINS
RESOLUTION NO. R 2025-03-1255**

A RESOLUTION 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).

WHEREAS, The City of Hutchins finds it in the best interest of the citizens of Hutchins, Texas, that the ALERRT Equipment be operated for the 2024/2025 budget year; and

WHEREAS, The City of Hutchins agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Hutchins assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The City of Hutchins designates the City Administrator or his designee, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, THAT:

SECTION 1. The City of Hutchins accepts funding from the Office of the Governor for the Rifle Resistant Body Armor grant.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas, this the 17th day of March 2025.

Grant Number: 5012601

CITY OF HUTCHINS, TEXAS

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary

CITY OF HUTCHINS
RESOLUTION NO. R 2024-03-1180

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE CHIEF OF POLICE TO APPLY FOR THE RIFLE RESISTANT BODY ARMOR GRANT FROM THE OFFICE OF THE GOVERNOR (OOG) CRIMINAL JUSTICE DIVISION (CJD) FOR THE FY 2024/2025 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM 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).

WHEREAS, The City of Hutchins finds it in the best interest of the citizens of Hutchins, Texas, that the Rifle Resistant Body Armor grant be operated for the 2024/2025 budget year;

WHEREAS, The City of Hutchins agrees that in the event of loss or misuse of the Office of the Governor funds, The City of Hutchins assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City of Hutchins designates the City Administrator or his designee as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, THAT:

SECTION 1. The City of Hutchins approves the submission of the grant application for the Rifle Resistant Body Armor grant to the Office of the Governor.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Hutchins, Texas, this the 18th day of March 2024.

Grant Number: 5012601

CITY OF HUTCHINS, TEXAS



Mario Vasquez, Mayor

ATTEST:



Cynthia Olguin, City Secretary
(3-7-2024: 4874-3874-7820, v. 1)



Agency Name: Hutchins, City of
Grant/App: 5012601 Start Date: 10/1/2024 End Date: 9/30/2025

Project Title: Rifle Resistant Body Armor
Status: Pending OOG Review

Budget Details Information
Budget Information by Budget Line Item:

| CATEGORY | SUB CATEGORY | DESCRIPTION | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL | UNIT/% |
|--|---|--|-------------|------------|---------------|--------|-------------|--------|
| Supplies and Direct Operating Expenses | Bulletproof Vest (\$5,000 or less per unit) | 1 - Level III Rifle Plates - NcSTAR Inc. - Model Number LON-III-P - Cost \$209.99 x 48 (front and back) = \$10079.52; 2 - Vest Carrier - Condor - Cost \$90.50 x 24 = \$2172.00. | \$12,251.52 | \$0.00 | \$0.00 | \$0.00 | \$12,251.52 | 0 |

You are logged in as **User Name:** mcpherson286

Cost INCREASE To \$273 additional \$3072

| | | | |
|---|---|------------------------------|---|
| Agency Name: Hutchins, City of | Grant/App: 5012601 | Start Date: 10/1/2024 | |
| Project Title: Rifle-Resistant Body Armor | Status: Pending OOG Review | End Date: 9/30/2025 | Fund Source: BG-Rifle-Resistant Body Armor Grant Program (BAGP) |
| Current Grant Manager: Luis Vazquez | Current Program Manager: Chelasio Lopez | Liquidation Date: 12/29/2025 | |
| Current Budget: \$12,251.52 | Original Award: \$12,251.52 | Current Award: \$12,251.52 | CFDA: NONE |
| | | | OOG Solicitation: FY2025 Rifle-Resistant Body Armor Grant Program <u>Announcement</u> |

[Eligibility](#)
[Profile](#)
[Narrative](#)
[Activities](#)
[Measures](#)
[Budget](#)
[Documents](#)
[Conditions.of.Funding](#)
[General.Assessment](#)
[Summary](#)
[Monitoring](#)
[Upload.Files](#)
[My.Mail](#)
[My.Home](#)

[Details](#)
[Financial.Status.Report](#)
[Request.Advance](#)
[Request.Adjustment](#)
[Source.of.Match](#)
[Budget.Summary](#)

General Information and Instructions

[View Introduction](#)

[View Guidelines](#)

[View Instructions](#)

[View Who Can Certify an Adjustment?](#)

Financial Status Summary for this Project

This section displays your grant project's financial status to date.

Today's Date: 3/7/2025

Grant Start Date: 10/1/2024

Grant End Date: 9/30/2025

Grant Liquidation Date: 12/29/2025

Current Grant Award Amount: \$12,251.52

Total Expenditures Reported to Date: \$0.00

Total Reimbursement(s) and Advance Payment Request(s) Paid to Date: \$0.00

Maximum Reimbursement Amount Available: \$0.00

Total Unexpended Balance to Date: \$12,251.52

Date This Adjustment Request was Created by Grantee: 3/4/2025 11:29:48 AM

Date This Adjustment Request was Submitted to OOG: 3/4/2025 12:36:58 PM

Adjustment Request Status: Submitted by Grantee

Programmatic Adjustments

Assign Grant Official

Complete this section to assign one or more new contacts to a project. All new contacts must register for a user account before being assigned to a project. Navigate to the Profile/Details tab to make this type of change **before** certifying the adjustment.

- Authorized Official (supporting documentation for this change, such as an approved Resolution where applicable, may need to be uploaded to the Upload.Files tab)
- Financial Officer
- Project Director
- Grant Writer

Update Identifying Information

Complete this section to request a change to the project's identifying information. Navigate to the Profile/Details tab to make the 1st three changes. For the last two items, the Profile/Grant.Vendor tab is locked so enter the updated information on this tab to make this type of change **before** certifying the adjustment.

- Applicant Agency Name (supporting documentation for this change, such as an approved Resolution or name change forms, must be uploaded to the Upload.Files tab)
- Project Title
- Project's Official Address

Changes to your System for Award Management (SAM) Expiration Date or Unique Entity Identifier (UEI) must be submitted using the 'Update SAM Expiration Date or UEI' feature on your My Home tab.

[Use this link to change UEI or SAM expiration date under the 'Update SAM Expiration Date or UEI' section](#)

Update Program Information

To edit content on these tabs, navigate to the selected tab, make your revisions, and then save those changes **before** certifying the adjustment.

- Project Narrative

- Project Activities and / or Performance Measures
- Supporting Documents
- Fiscal Capability (Nonprofit Corporations only)
- Homeland Security Information (Homeland Security grants only)
- Victim Services (Victim Services grants only)

Extend Grant Period

Complete this section to request an extension of the project's grant period. For this type of change, the Profile/Details tab is locked so enter the revised date on this tab **before** certifying the adjustment.

Click here to extend the Project End Date

Enter the Revised End Date:

Budget Adjustments

To make each type of change listed below, navigate to the Budget/Details tab - and the Source.of.Match tab (as applicable) **before** certifying the adjustment.

Modify Current Budget

Complete this section to move monies from one budget line item to another (can be pre-existing or new). This change will not result in an increase or decrease to the OOG grant award amount.

Click here to modify the budget

Increase Current Budget

Complete this section to request an increase to your project's OOG award amount. This change will result in an increase to the Total Project Cost.

Click here to increase the budget

Decrease Current Budget

Complete this section to request a decrease to your project's OOG award amount. This change will result in a decrease to the Total Project Cost.

Click here to decrease the budget

Apply GPI to the Current Budget

Complete this section to apply Generated Program Income (GPI), if allowed, to your project's Total Project Cost. This change might result in a decrease to the OOG grant award amount.

GPI to be applied to this budget is a result of a Court Forfeiture

GPI to be applied to this budget is a result of Other Sources (e.g., fees, interest)

Override for M&A validation

OOG Overrides for M&A validation

Click here when the M&A amount for a UASI project exceeds the original M&A awarded amount.

Adjustment Justification

Complete this section to describe those change(s) you intend to make at this time, along with any other relevant information. For each item marked above, ensure a description for that change is noted in this box.

Created Date: 3/4/2025 11:29:48 AM

Adjustment Status: Submitted by Grantee

Enter the Adjustment Justification

Cost increased per rifle plate from \$209 to \$273 for a total of \$3072.

Note from Grantee to OOG

Section E, Item6.

Save Note from Grantee to OOG



Your **Adjustment Request** has been certified by the grant official.