



**CITY OF HUTCHINS  
PARKS & RECREATION BOARD MEETING  
AGENDA**

**Tuesday, April 01, 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 Parks & Recreation Board to be held on Tuesday, April 01, 2025 at 6:30 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**Board Members**

Chair, Brenda Campbell  
Vice Chair, Cecile Gardner  
Board Member, David Coleman  
Board Member, Miriam Carmona  
Board Member, Huell Gilliam  
Alternate Board Member, Demarcus Odom  
Alternate Board Member, Alicia McCowan

**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 Board on any matter that is not posted on the agenda. Anyone wishing to address the Board should complete a Citizen Comments Form and submit it to the recording secretary prior to the start of the Board meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time.*

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

1. Approval of Minutes from Called Meeting March 10, 2025

**E. PRESENTATIONS**

2. Easter Egg Hunt Update

3. Arbor Day Update

**F. REGULAR AGENDA** - *As authorized by Section 551.071 of the Texas Government Code, the Board 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.*

4. Discuss and Consider the Back-to-School Event.

**G. ITEMS OF COMMUNITY INTEREST**

5. Easter Egg Hunt April 12, 2025. Campbell Park, Noon to 2PM.
6. Back to School Event. TBD
7. The Great American Clean - Up. April 12, 2025

**H. ADJOURN**

**CERTIFICATION**

I certify that a copy of the April 01, 2025 agenda of items to be considered by the Parks & Recreation Board was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website [www.cityofhutchins.org](http://www.cityofhutchins.org), in accordance with Chapter 551 of the Texas Government Code. Posted on March 28, 2025 before 6:00 p.m.



Wanda Randle  
Staff Liaison

**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 [colquin@cityofhutchins.org](mailto:colquin@cityofhutchins.org)



**CITY OF HUTCHINS  
CALLED PARKS & RECREATION BOARD MEETING  
MINUTES**

**Monday, March 10, 2025 at 6:00 PM  
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Called Meeting of the Parks & Recreation Board to be held on Monday, March 10, 2025 at 6:00 PM located at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

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

Chair, B. Campbell called the meeting to order at 6:00 PM and announced a quorum.

**PRESENT**

- B. Campbell
- C. Gardner
- M. Carmona
- H. Gilliam

**ABSENT**

- D. Odom
- D. Coleman
- A. McCowan

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

H. Gilliam led the invocation, and M. Carmona led the Pledge of Allegiance.

**C. CITIZEN COMMENTS - None**

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

**2. Approval of Minutes from February 4, 2025.**

H. Gilliam motioned to approve the minutes from February 4, 2025, and C. Gardner seconded the motion. All in favor, motion passed.

Voting Yea: B. Campbell, C. Gardner, H. Gilliam, and M. Carmona.

Voting Nay: 0

**E. PRESENTATIONS**

**3. Easter Egg Hunt Presentation presented by W. Randle.**

The Board agreed to proceed with the Easter Egg Hunt from their January recommendations, with the following changes:

- Bounce house will be provided, secured by M. Carmona.
- Eggs will be donated by local businesses, secured by M. Carmona.
- Ice Cream will be donated by local businesses, secured by M. Carmona.

The Board decided to proceed with the purchase of golden egg prizes. These prizes will include three seven-inch tablets and three ten-inch tablets, along with two bubble machines and two containers of bubble mix. Additionally, the Board has chosen to hire Jason's Deli as the food vendor, ordering 150 boxes of lunches.

**F. REGULAR AGENDA** - *As authorized by Section 551.071 of the Texas Government Code, the Board 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.*

**4. Discuss and Consider Back to School Event 2025.**

The Board gave instructions to move forward with the Back-to-School Event with key events remaining the same as last year. The Women's Roofing Association agreed to donate 100 filled backpacks and 50 unfilled. The board gave directions to have a total of 200 backpacks. The board chose to have a food vendor, dental, and possibly offer haircuts.

H. Gilliam motioned to approve; C. Gardner seconded the motion. All in favor, motion passed.

Voting Yea: B. Campbell, C. Gardner, M. Carmona, and H. Gilliam.

Voting Nay: 0

**G. ITEMS OF COMMUNITY INTEREST**

5. Arbor Day March 22, 2025. 8:30 AM. The meeting point is Campbell Park.
6. Easter Egg Hunt April 12, 2025. Campbell Park Noon to 2 PM.
7. Back to School Event. TBD.
8. Keep Hutchins Beautiful Great American Clean-Up Day. April 12, 2025, 8:00 AM. Meeting Point, Campbell Park.

**H. ADJOURN**

H. Gilliam motioned to adjourn the meeting, and C. Gardner seconded the motion. All in favor, motion passed. Meeting adjourned at 6:30 PM.

Voting Yea: B. Campbell, C. Gardner, M. Carmona, and H. Gilliam.

Voting Nay: 0

APPROVED:

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Chair, Brenda Campbell

ATTEST:

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Wanda Randle  
Staff Liaison