



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

**Tuesday, December 02, 2025 at 6:30 PM
City Hall - Council Chamber, 400 N. JJ Lemmon Road**

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, December 2, 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, Miriam Carmona
Board Member, David Coleman
Board Member, Huell Gilliam
Alternate Board Member, Demarcus Odom
Alternate Board Member, A. 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 November 4, 2025.

E. PRESENTATIONS

2. City of Hutchins Park Board FY2026 Community Events Presented by W. Randle.

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.*

3. Discuss the overview and execution of the upcoming Christmas Parade.
4. Discuss and outline FY2026 Initiatives presented by W. Randle.

G. ITEMS OF COMMUNITY INTEREST

5. Easter Egg Hunt

H. ADJOURN

CERTIFICATION

I certify that a copy of the December 2, 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, in accordance with Chapter 551 of the Texas Government Code. Posted on November 26 , 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



**CITY OF HUTCHINS
PARKS & RECREATION BOARD MEETING
MINUTES
Tuesday, November 04, 2025 at 6:30 PM
City Hall, 400 N JJ Lemmon Rd. Hutchins, Texas**

A regular Meeting of the Park & Recreation Board was held on Tuesday November 4, 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

B. Campbell called the meeting to order at 6:30 PM and announced a quorum.

<u>PRESENT</u>	<u>ABSENT</u>
B. Campbell	M. Carmona
C. Gardner	A. McCowan
D. Coleman	
H. Gilliam	
D. Odom	

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. Gardner gave the invocation, and H. Gilliam 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.

1. Approval of minutes from October 7, 2025

Motion made by H. Gilliam and D. Odom seconded the motion to approve minutes from October 7, 2025. All in favor, motion approved.

Voting Yea: C. Gardner, D. Coleman, H. Gilliam, D. Odom, and B. Coleman.
Voting Nay: 0

E. PRESENTATIONS – None

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.

2. Discuss and consider the Christmas Parade presented by W. Randle.

D. Coleman advised he had a trailer the board could use to decorate for the parade.

W. Randle advised she will post the information regarding the Christmas parade to Savvy Citizen and the flyer will go out by Friday.

W. Randle stated that she will send out a list of open slots for the Christmas parade needing assistance tomorrow for the board to review and determine where they can contribute

H. Gilliam motioned to move forward with the Christmas parade as discussed, and C. Gardner seconded the motion. All in favor, motion passed.

Voting Yea: C. Gardner, D. Odom, D. Coleman, H. Gilliam, and B. Campbell

Voting Nay: 0

3. Discuss and consider FY2026 Initiatives for 2026. (Easter Egg Hunt, Back-to-School event, Fall Festival, and Christmas Parade).

H. Gilliam motioned to maintain the current initiatives (Easter Egg Hunt, Back-to-School event, Fall Festival, and Christmas Parade) for FY2026, with some adjustments. D. Coleman seconded the motion. All in favor, the motion passed.

Voting Yea: C. Gardner, D. Odom, D. Coleman, H. Gilliam, and B. Campbell.

Voting Nay:0

G. ITEMS OF COMMUNITY INTEREST

4. Christmas Parade. December 13th at Campbell Park. Noon - 3PM.

H. ADJOURN

D. Odom motioned to end the meeting at 7:22 pm, and H. Gilliam seconded the motion. All in favor, motion passed.

Voting Yea: C. Gardner, H. Gilliam, D. Odom, D. Coleman, and B. Campbell.

Voting Nay: 0

PASSED AND APPROVED BY THE PARK AND RECREATION BOARD AT A REGULAR MEETING HELD ON THE 2ND DAY OF DECEMBER 2025.

APPROVED:

B. Campbell, Chair





ATTEST:

W. Randle, Staff Liason

City of Hutchins Park Board – 2026 Community Events


Get ready for a year full of fun, family, and community spirit! The Hutchins Park Board invites you to join us for these exciting events throughout 2026.

Event Calendar at a Glance

Event	Date	Time & Location	How You Can Participate
 Easter Egg Hunt	March 28, 2026	Time & Location TBA	Bring the kids for a fun-filled egg hunt! Volunteers needed for setup, hiding eggs, and helping with games.
 Back to School Bingo & BBQ	August 1, 2026	Time & Location TBA	Enjoy bingo, BBQ, and school supply giveaways. Donate supplies, help serve food, or assist with games.
 Fall Festival	October 10, 2026	Time & Location TBA	Celebrate fall with games, food, and family fun. Host a booth, volunteer, or just come enjoy the festivities!
 Christmas Parade	December 12, 2026	Time & Location TBA	Join the holiday magic! Enter a float, march with a group, or cheer from the sidelines. Volunteers welcome!

Ways to Get Involved

- **Volunteer:** Help with setup, activities, or cleanup at any event.
 - **Donate:** School supplies, candy, decorations, or event materials.
 - **Participate:** Bring your family, invite friends, and enjoy the fun!
 - **Promote:** Share events on social media and in your neighborhood.
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 **Stay Connected:** Event times and locations will be announced soon. Follow the City of Hutchins on social media or visit the city website for updates.

Let's make 2026 a year to remember in Hutchins—**where community comes to life!**
