



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

**Wednesday, September 04, 2024 at 6:30 PM
Hutchins Community Center, 500 W. Hickman 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 Wednesday, September 04, 2024 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, Carl Fisher
Board Member, David Coleman
Board Member, Huell Gilliam
Alternate Board Member, Demarcus Odom
Alternate Board Member, Alicia McCowan

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

1. Roll Call

2. Invocation

3. Pledge of Allegiance

B. 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.*

C. 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 August 6, 2024

D. PRESENTATIONS

2. W. Randle will provide an update on the Fall Festival and Community Christmas Event.

E. 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 and consider appointment of KHB board positions
4. Discuss and consider 2024-2025 Events

F. ITEMS OF COMMUNITY INTEREST

5. Fall Festival October 12, 2024. Campbell Park 12 PM - 3:00 PM

G. ADJOURN

CERTIFICATION

I certify that a copy of the September 04, 2024 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 August 30, 2024 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, August 06, 2024 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, August 06, 2024 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, Carl Fisher
Board Member, David Coleman
Board Member, Huell Gilliam
Alternate Board Member, Demarcus Odom
Alternate Board Member, Alicia McCowan

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

1. Roll Call – The meeting was called to order at 6:30 PM by B. Campbell. Absent – D. Coleman, A. McCowan, and C. Fisher

2. Invocation – Led by H. Gilliam

3. Pledge of Allegiance – Led by D. Odom

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. **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 June 4, 2024

H. Gilliam motioned to approve; C.Gardner seconded the motion, and unanimously approved.

E. PRESENTATIONS

2. Post Back-To-School review provided by W. Randle

Post Back-To-School update provided by W. Randle. 152 Backpacks distributed. Approximately 300 attended.

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 and Consider 2024 Fall Festival

W. Randle proposed a game truck, horse carousel, costume contest, golden pumpkin, popcorn, candy/caramel apples, elotes, sausage on a stick, med table, and neighborhood recognition.
H.Gilliam motioned to approve, D. Odom second motion and unanimously approved

4. Discuss and Consider 2024 Christmas Event

W. Randle proposed having a community Christmas event vs a parade, based on Board 2023 event feedback. H. Gilliam motioned to approve, D. Odom seconded the motion and unanimously approved.

W. Randle will research rental prices for Christmas décor.

G. ITEMS OF COMMUNITY INTEREST

5. Fall Festival October 12, 2024

H. ADJOURN – B. Campbell adjourned the meeting at 7:16 PM. Unanimously approved

CERTIFICATION

I certify that a copy of the August 06, 2024 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 August 02, 2024 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