



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

**Tuesday, March 04, 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, March 4, 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

1. Roll Call

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.*

2. Approval of Minutes from February 04, 2025.

E. PRESENTATIONS

3. Easter Egg Hunt Presentation 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.*

4. Discuss and Consider Back to School Event 2025.

G. ITEMS OF COMMUNITY INTEREST

5. Arbor Day March 22, 2025. Time TBD.
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

CERTIFICATION

I certify that a copy of the March 4, 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 March 01, 2025 before 6:00 p.m.

Wanda Randle

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, February 04, 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, February 04, 2025 at 06:30 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

1. **Roll Call** – Chair B. Campbell called the meeting to order at 6:30 PM.

Present: B. Campbell, C. Gardner, D. Coleman, M. Carmona, and H. Gilliam.

Absent: D. Odom and A. McCowan.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. Gardner led the invocation, and D. Coleman led the 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.*

2. Approval of Minutes from January 7, 2025.

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

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

Voting Nay: 0

E. PRESENTATIONS

- 3. Update on KHB Initiatives presented by T. Goodley.

March is the kick-off for Yard of the Month. Residents can go online to vote. March 22, 2025 is Arbor Day, and KHB will be planting peach trees. Volunteers are needed.

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 Board's recommendations for Easter Egg Hunt 2025

H. Gilliam motioned to keep the Easter Egg Hunt the way it was last year with the addition of 500 Eggs, two golden prizes per each age group, bubble machine, bounce houses, and Kona Ice or a snow cone provider. C. Gardner seconded the motion. All in favor, motion passed.

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

Voting Nay: 0

- 5. Discuss and consider The Board's Back-to-school Event for 2025.

The board would like to consider having the Back to School event at Campbell Park under the Pavillion. The Board will provide additional ideas at the next meeting.

G. ITEMS OF COMMUNITY INTEREST

- 6. Black History Program February 20, 2025. Community Center, 4PM to 6PM.
- 7. Easter Egg Hunt April 12, 2025. Campbell Park, Noon to 2PM.

H. ADJOURN

H. Gilliam motioned to adjourn the meeting. S. Gardner seconded the motion. All in favor, motion passed. Meeting adjourned at 6:56 PM.

CERTIFICATION

I certify that a copy of the February 4, 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 January 31, 2025 before 6:00 p.m.

APPROVED:

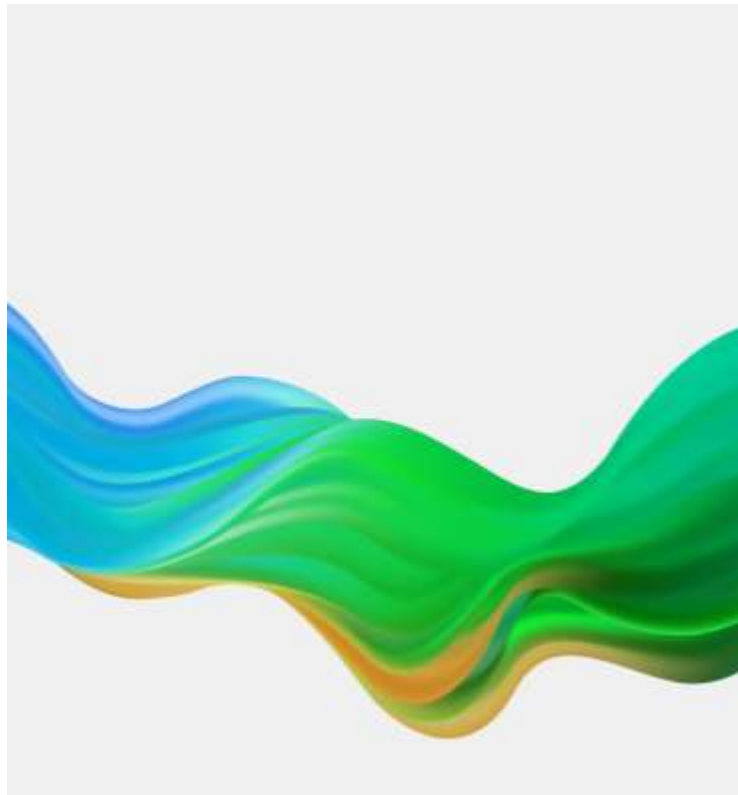
Brenda Campbell, President

ATTEST:

Wanda Randle, Staff Liaison

Park Board

2025 Easter Egg Hunt Board Directives



Request #1

- Board requested 1500 pre-stuffed Easter Egg
- Eggs are 100 per bag at Walmart for \$15 x 15 = 225.00

Volunteers to hide eggs

1. _____
2. _____
3. _____



Request #2 Gold Egg Prizes 0-6 and 7-12 3 Golden Eggs Each \$315

- Volunteers

- _____
- _____
- _____
- _____
- _____



zcobre Kids Tablet 7 inch Toddler Tablet for Kids 32GB Kids Android Tablet with Case WiFi Bluetooth, GMS, Par...
FREE delivery Mar 4 - 7 for Prime members
FREE Returns
Color: Blue

Qty: 3 | Buying in bulk? | Delete | Save for later



ApoloMedia Kids Tablet, 10 inch Tablet for Kids with EVA Shockproof Case, 2+32GB(SD Expandable up to 512GB),...
In Stock
prime Overnight
FREE delivery Overnight 7 AM - 11 AM
FREE Returns
Color: Blue

Qty: 3 | Buying in bulk? | Delete | Save for later

Request #3 Bubble Machine



Bubble Solution Refill - 70 Ounce Premium Bubble Liquid
Refills for Bubble Machine, Wand, Gun, Blower at Weddi...

In Stock

✓prime Overnight

FREE delivery Overnight 7AM - 11AM

FREE Returns

Color: Green-70 Ounce

Qty: 2 | Request quote for 517+ | Delete | Save for later

\$36

Volunteers



ATDAWN Metal Portable Bubbles Machine, Professional
Automatic Bubble Maker with High Output for Outdoor...

In Stock

✓prime Overnight

FREE delivery Overnight 7AM - 11AM

FREE Returns

Qty: 2 | Request quote for 286+ | Delete | Save for later

\$70

Request #4 JASON'S DELI

Description	Size	Quantity	Price	AMOUNT
Community Select Box Lunch Lighter portion meat sandwich box lunch with lettuce and tomato served on variety of croissant, ancient grain bun and wheat wrap. Includes Chips, Pickle & Chocolate Chip Cookie. 140 Turkey, Ham ONLY - White bread 10 Very Veggie Sandwiches Includes sandwich box cutlery kit of knife, mayo, mustard, napkin.	per person	150	\$6.39	\$958.50
Add Cheese to Box Lunch Sandwich	per person	140	\$0.29	\$40.60
Delivery Fee				\$15.00
Subtotal				\$1,014.10
Tax Exempt				\$0.00
Driver Gratuity				\$0.00
Total				\$1,014.10

Driver Gratuity is not included and can be added in advance in advance at your discretion.

Funding for drinks required

Volunteers

Request #5 2 BOUNCE HOUSES-

Volunteers	_____	_____
_____	_____	_____

Request # 6 Kono Ice



Tanisha Goodley

To  Wanda Randle

Subject: Re: KONA ICE

You don't often get email from mtsterling@kona-ice.com. [Learn why this is important](#)

OK, great. For two hours with 125 small Konas it would be \$560 if you are tax exempt. If not, it's \$560 plus tax.