



STAFF REPORT

MEETING DATE:	September 8, 2026
MEETING TYPE:	City Council
SUBMITTED BY:	Katherine Lindsey
AGENDA CAPTION:	Discuss and consider A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF THE PROPOSED SERVICE FEE AGREEMENT BY AND BETWEEN THE CITY OF HUTCHINS AND BRANDSTETTER CARROLL, INC. FOR PROFESSIONAL DESIGN SERVICES FOR THE CITY HALL WALKING TRAIL AND GREEN SPACE; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: James Quin, City Administrator

Background Information

At prior meetings, the City Council previously discussed concepts for a walking trail and green space adjacent to the City Hall and Event Center facility. BCI is proposing a fee in an amount not to exceed \$76,500.00 to perform professional design services for this project. This would entail developing comprehensive construction documents and specifications required to permit, bid, and build the project. The scope of work includes, but is not limited to, civil engineering, topographic and boundary surveys, landscape architecture, signage and wayfinding, and integration of a proposed Veteran's Memorial.

Budget Implications

The cost will not exceed \$76,500.00 and the funds are available.

Operational Impact

This project will benefit residential neighbors and those who visit the City Hall and Event Center.

Legal Review

The resolution was approved by the City Attorney.

Staff Recommendation

NA

Supporting Documentation and Attachments

1. Resolution

2. Fee Proposal
3. Proposed Walking Trail Study
4. Concept Materials