



CITY OF HUTCHINS CITY COUNCIL MEETING MINUTES

**Monday, April 20, 2026 at 5:30 PM
City Hall - Council Chamber, 400 N. JJ Lemmon Road**

A Work Session and Regular Meeting of the Hutchins City Council was held on Monday, April 20, 2026, at 5:30 p.m. at which time the following items will be discussed and considered.

A. WORK SESSION

Mayor Vasquez opened the Work Session at 5:34 p.m. and announced a quorum present. City Administrator Quin introduced the city's new engineer, Yibin Shao.

1. Conduct an interview with PROS Consulting, Inc. in relation to choosing a firm to create the Parks, Recreation, and Special Events Master Plan. Presented by: PROS Consulting, Inc.

Brian Trusty, Principal, presented PROS Consulting's proposal for the development of the City's first Parks and Recreation and Special Events Master Plan. He highlighted the firm's extensive experience, including work with award-winning agencies.

The proposed plan includes three phases: assessment, strategy development, and implementation, resulting in a 10-year action plan. Key elements include community engagement (public meetings, focus groups, and surveys), evaluation of parks, programs, and future needs, a capital improvement plan with prioritized projects, program and special events recommendations, operational, staffing, and funding strategies.

Discussion included the need for additional park space in growing areas, opportunities to maximize smaller parks with creative amenities, planning for new facilities and population growth, addressing maintenance and vandalism concerns, and expanding programming opportunities. Mayor Vasquez emphasized the need to review parks in the Skyline area. Councilwoman Rodriguez requested examples of summer programming and complete projects.

2. Conduct an interview with Brandstetter Carroll, Inc., in relation to choosing a firm to create the Parks, Recreation, and Special Events Master Plan. Presented by: Brandstetter Carroll, Inc.

Amanda Heger, Project Coordinator, and team members with Brandstetter Carroll, Inc. (BCI), presented their proposal for the Parks and Recreation and Special Events Master Plan. The team includes experienced planners, former parks and recreation directors, and specialists in programming, operations, and funding.

BCI highlighted its extensive experience in park system master planning, facility design, and implementation across multiple states, including projects in Texas. The firm emphasized its ability to deliver practical, actionable plans that are implemented successfully.

The proposed process includes evaluation, community engagement, visioning, and implementation, resulting in a comprehensive 10-year master plan. Key components include assessment of existing parks, facilities, and operations; community engagement through surveys, meetings, and stakeholder input; development of a vision, goals, and priorities; concept plans for park improvements and potential new parks; operational, policy, and funding recommendations; and a detailed action plan with timelines, costs, and responsibilities

Discussion included interest in adding amenities such as amphitheaters, trails, dog parks, and event spaces; importance of community-wide engagement, including surveys mailed to all households; consideration of sustainability, maintenance, and vandalism prevention; need for equitable access and improved connectivity between parks; emphasis on activating parks through programming and multigenerational activities; and prioritization of projects based on community input and greatest impact

BCI noted the planning process typically takes 9–12 months but can provide early recommendations to support grant applications and initial project implementation.

The Work Session convened at 6:37

B. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Mayor Vasquez called the meeting to order at 6:38 p.m. and announced a quorum.

PRESENT

Mayor Mario Vasquez
Mayor Pro Tem Steve Nichols
Councilmember Raymond Elmore
Councilmember Brenda Campbell
Councilmember Demarcus Odom
Councilmember America Rodriguez

C. INVOCATION AND PLEDGE OF ALLEGIANCE

Councilmember Nichols gave the invocation, and Councilmember Rodriguez led the pledge of allegiance.

D. CITIZEN COMMENTS - None

E. PRESENTATIONS

3. Fire Department Annual Report

Fire Chief Stacey Hickson presented the annual report to the Council.

4. Proclamation honoring May 10th through 16th as Police Week. Presented by: Steve Perry, Police Chief

Chief Perry expressed appreciation to the community for its continued recognition of the Police Department each year. He also extended special recognition to Sgt. James Dean and Officers Prisciliana Sanchez and Charlie Pena for their heroism on March 28, when they responded to a call, encountered gunfire, and relied on their training, resulting in no injuries to officers.

Mayor Vasquez presented Sergeant Dean and Officer Taylor with a Proclamation in honor of Peace Officer Memorial Day and the week of May 10th as National Police Week.

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

- 5. Discuss and consider a Resolution ADOPTING A PARK FACILITIES RENTAL POLICY, ATTACHED HERETO AS EXHIBIT "A"; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Katherine Lindsey, Assistant to the City Administrator
Resolution R2026-04-1339**

Councilmember Nichols made a motion seconded by Councilmember Odom to approve the Resolution R2026-04-1339. All in favor, the motion carried.

For: Demarcus Odom, Steve Nichols, Raymond Elmore, America Rodriguez and Brenda Campbell.

- 6. Discuss and consider City Council Retreat Agenda. Presented by James Quin, City Administrator**

The City Administrator introduced the city council retreat and noted that several major projects such as City Hall, the Recreation Center and Library, the 911 system, RMS, and the Parks Master Plan originated from past retreats.

Councilmembers proposed the following topics for the upcoming retreat: summer programming, exploring funding options to expand the Skyline area park, and programs for the elderly/senior community.

City Administrator Quin stated that additional topics may be added as discussions continue.

- 7. Discuss and consider a Resolution Authorizing County of Dallas to Resell Tax Foreclosed Properties by Public or Private Sale, to the Highest Qualified Purchaser. Presented by James Quin, City Administrator
Resolution R2026-04-1341**

Councilmember Nichols made a motion seconded by Councilmember Rodriguez to approve the Resolution R2026-04-1341. All in favor, the motion carried.

For: Demarcus Odom, Steve Nichols, Raymond Elmore, America Rodriguez and Brenda Campbell.

- 8. Discuss and consider a RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AN ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT OF AN AMENDED AND RESTATED TAX ABATEMENT AGREEMENT TO PROVIDENT REALTY EXCHANGE III LP; AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT; AND PROVIDING AN EFFECTIVE DATE. Presented by: Guy Brown, HEDC Executive Director
Resolution R2026-04-1342**

Councilmember Nichols made a motion seconded by Councilmember Odom to approve the Resolution R2026-04-1339. All in favor, the motion carried.

For: Demarcus Odom, Steve Nichols, Raymond Elmore, America Rodriguez and Brenda Campbell.

G. EXECUTIVE SESSION

9. Pursuant to Chapter 551, Subchapter D, Texas Government Code in accordance with the authority contained in §551.087. Deliberation regarding economic development negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision to a business prospect: 1) PROJECT MILL. Presented by: Guy Brown HEDC Executive Director
10. Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.
11. Pursuant to the Texas Government Code, Section §551.074 (a)(1) Personnel Matters – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Administrator Review

Mayor Vasquez moved the council into Executive Session at 7:04 p.m.

H. RECONVENE INTO REGULAR SESSION

The council reconvened the Regular Session at 8:01 p.m. with no action taken.

12. Action, if any, as a result of Executive Session:

Deliberation regarding Chapter 551, Subchapter D, Texas Government Code, in accordance with the authority contained in §551.087. Deliberation regarding economic development negotiations. PROJECT MILL

No action taken.

13. Action, if any, as a result of Executive Session:

Pursuant to Section 551.072 of the Texas Government Code, the City Council will convene into executive session to deliberate the purchase, exchange, lease or value of real property located within the City of Hutchins, Texas.

Councilmember Nichols made a motion seconded by Councilmember Odom to ratify the execution by the city manager of a purchase and sale agreement for the purchase of a 7.082 ± acre tract of land out of the Benjamin Mathews Survey, Abstract No. 898, City of Hutchins, Dallas County, Texas, in consideration of a purchase price of \$165,000.00, plus payment of all related closing costs. The city manager is further authorized to execute on behalf of the City such additional closing documents as may be required by such agreement and the title company as necessary to close this transaction. All in favor, the motion carried.

For: Demarcus Odom, Steve Nichols, Raymond Elmore, America Rodriguez and Brenda Campbell.

14. Action, if any, as a result of Executive Session:

Pursuant to the Texas Government Code, Section §551.074 (a)(1) Personnel Matters: City Administrator Evaluation

No action taken.

I. ITEMS OF COMMUNITY INTEREST

15. City Secretary Olguin announced the items of community interest.

J. ADJOURN

Councilmember Elmore made the motion, seconded by Councilmember Nichols, to adjourn the meeting at 8:40 p.m. All in favor, the motion passed.

PASSED AND APPROVED BY HUTCHINS CITY COUNCIL AT A REGULAR MEETING HELD ON THE 12th DAY OF MAY 2026.

APPROVED:

Mario Vasquez, Mayor

ATTEST:

Cynthia Olguin, City Secretary