



STAFF REPORT

MEETING DATE:	April 20, 2026
MEETING TYPE:	City Council
SUBMITTED BY:	Katherine Lindsey, Assistant to the City Administrator
AGENDA CAPTION:	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. PROS Consulting, Inc., April 20 th from 5:30-6:00 Brandstetter Carrol, Inc., April 20 th from 6:00-6:30 Stantec Consulting Services, Inc., May 12 th from 5:00-6:00 Burditt Consultants, LLC, May 12 th from 6:00-6:30

Background Information

On February 16th, 2026 the City of Hutchins published an RFP for a firm to help create a Parks, Recreation, and Special Events Master Plan. The proposals received were evaluated and ranked by a committee of City staff members. Brandstetter Carroll, Inc. was one of the top four ranking firms. Their interview date and time was determined by a hat draw.

Budget Implications

NA

Operational Impact

NA

Legal Review

NA

Staff Recommendation

NA

Supporting Documentation and Attachments

NA