



Sachse, Texas

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Meeting Agenda

Parks and Recreation Commission

Thursday, August 15, 2013

7.00 PM

Council Chambers

The Parks and Recreation Commission of the City of Sachse will hold a Special Meeting on Thursday, August 15, 2013, at 7 00 p m in the Council Chambers at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business

- 1 **Call to Order**
2. **Invocation and Pledge of Allegiance to the U S and Texas Flags**
- 3 13-1699 Consider approval of the minutes of the July 11, 2013 meeting

 Executive Summary
 Review and consider approval of the July 11, 2013 meeting minutes
 Attachments. [parks minutes 071113 pdf](#)
- 4 **Discuss and consider forming a July 3rd Event Committee.**
5. **Discuss and consider a Disc Golf Course at Salmon Park**
6. **Discuss the online reservation process for rental of city facilities.**
- 7 **Discuss and consider the design of Firefighter's Park located at 2837 5th Street.**
8. 13-1700 Discuss and consider a recommendation to the City Council to rename Park Lake Park to the David B Sanford Memorial Park

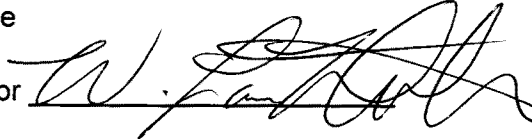
 Executive Summary
 This item is to discuss and consider a request submitted to the Parks and Recreation Commission for the renaming of Park Lake Park to the David B Sanford Memorial Park in honor of the late Dave Sanford
 Attachments [parks Namingofpublicfacilities2007 pdf](#)
 [parks sanford park email pdf](#)
9. **Staff updates regarding current activities, special events, and personnel**
- 10 **Requests for future agenda items**
- 11 **Set upcoming Parks and Recreation Commission meeting date.**

12 **Adjournment**

State law prohibits the introduction or discussion of any item of business not posted at least seventy-two (72) hours prior to the meeting time

Posted August 9, 2013, 5:00 p.m

Lance Whitworth, Parks and Recreation Director



If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Terry Smith, City Secretary at (972) 495-1212, 48 business hours prior to the scheduled meeting date. Reasonable accommodations will be made to assist your needs.



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Legislation Details (With Text)

File #	13-1699	Version	2	Name	Consider approval of the minutes of the July 11, 2013 meeting
Type	Agenda Item	Status			Agenda Ready
File created	8/6/2013	In control			Parks and Recreation Commission
On agenda	8/15/2013	Final action			
Title	Consider approval of the minutes of the July 11, 2013 meeting.				
	Executive Summary				
	Review and consider approval of the July 11, 2013 meeting minutes.				
Sponsors.					
Indexes.					
Code sections.					
Attachments.	parks minutes 071113.pdf				

Date	Ver	Action By	Action	Result
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Title

Consider approval of the minutes of the July 11, 2013 meeting

Executive Summary

Review and consider approval of the July 11, 2013 meeting minutes.

Background

Review and consider approval of the Parks and Recreation meeting minutes of July 11, 2013

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Staff recommends approval of the minutes of the July 11, 2013 meeting



Sachse, Texas

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #	13-1700	Version:	1	Name	Discuss and consider a recommendation to the City Council to rename Park Lake Park to the David B Sanford Memorial Park
Type:	Agenda Item	Status:			Agenda Ready
File created.	8/6/2013	In control			Parks and Recreation Commission
On agenda:	8/15/2013	Final action			
Title:	Discuss and consider a recommendation to the City Council to rename Park Lake Park to the David B Sanford Memorial Park				
	Executive Summary This item is to discuss and consider a request submitted to the Parks and Recreation Commission for the renaming of Park Lake Park to the David B Sanford Memorial Park in honor of the late Dave Sanford				
Sponsors:					
Indexes:					
Code sections					
Attachments:	parks Namingofpublicfacilities2007 pdf parks sanford park email pdf				

Date	Ver	Action By	Action	Result
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Title

Discuss and consider a recommendation to the City Council to rename Park Lake Park to the David B Sanford Memorial Park.

Executive Summary

This item is to discuss and consider a request submitted to the Parks and Recreation Commission for the renaming of Park Lake Park to the David B Sanford Memorial Park in honor of the late Dave Sanford

Background

On November 7, 2011, City Council approved Resolution No 3336, a policy establishing guidelines for the naming of public facilities, including parks and recreation facilities and other properties managed by the Sachse Parks and Recreation Department. A request has been submitted to the Parks and Recreation Commission to consider recommending that City Council rename Park Lake Park to the David B Sanford Memorial Park in honor of the late Dave Sanford. Mr. Sanford was a resident of Sachse for 12 years and during that time was very active in the community, especially with the Park Lake Park area. He worked to get Park Lake Park included in the Adopt-a-Spot program initiated by the Parks and Recreation Department. Mr. Sanford formed Park Lake Partners, a group of citizens interested in the beautification and cleanliness of Park Lake Park. He solicited donations and conducted fundraisers to help supplement the landscape materials around the park. He was

instrumental in working with the city to get a security light installed, a playground cover installed, obtaining trash cans for the walking trail, painted distance markers around the trail, and helped with pruning and landscaping of trees, shrubbery, and plantings in and around the park area

Policy Considerations

Resolution No 3336 allows for the naming of city public facilities, including parks and recreation facilities, as stated in Guideline IV " Significant contributions by individuals will be those that constitute more than 50% (or a major portion) of the total cost of a project, or that consist of outstanding public service of great duration and/or diligence to the community, in particular, the development of the parks and recreation system, .. "

Budgetary Considerations

N/A

Staff Recommendations

This item is for the Parks and Recreation Commission to consider a recommendation to the City Council to rename Park Lake Park to the David B Sanford Memorial Park

CITY OF SACHSE NAMING OF PUBLIC FACILITIES

Purpose:

This policy serves as a guide for the naming of park and recreation facilities and other properties managed by the Parks and Recreation Department. It is intended to guide the Parks and Recreation Board in their preparation of a name for consideration by the Sachse City Council. The Parks and Recreation Board will follow these guidelines in order to bring consistency to their evaluation of names. City Council has the final decision on naming of parks and recreation facilities and can overrule any name recommended by the Board.

Guidelines:

- I Parks and recreation facilities and other properties operated by the Parks and Recreation Department shall be named under the following guidelines
 - A For geographical or physical features,
 - B. For historical features/events; or,
 - C For individuals or organizations who have made significant contributions of property, money, or services to the Parks and Recreation Department or other city departments.
- II Geographical and physical features will include those naturally occurring, such as creeks and forested areas.
- III Historical features will include names attached to early residents and events that were of significance to the area's development
- IV Significant contributions by individuals will be those that constitute more than 50% (or a major portion) of the total cost of a project, or that consist of outstanding public service of great duration and/or diligence to the community, in particular, the development of the parks and recreation system, and where City Council so approves. Contributions by individuals that do not meet the criteria established above, but that are nevertheless of major proportions will be recognized in a manner suitable to the particular facility and recommended by City Council.
- V Naming of parks after a person(s) can be made posthumously or after a living person. If named after a living person, a background check shall be conducted to insure no improprieties have been committed.

Rescinding Name:

The Board may recommend to the Sachse City Council the rescinding of a name granted to a park if:

- I. The park is named after an individual who has been found guilty for any criminal act that discredits the name of the individual or organization or imposes an unfavorable image on the City.
- II The name of a park is found to be offensive in anyway to a class of citizens or an organization.

Procedure:

Person or persons requesting the naming of a park or recreation facility shall do so in writing to the Parks and Recreation Director. The Parks and Recreation Director will review the recommendation as to the merits of this policy. The applicant's recommendation and the director's review will be placed on the next available Parks and Recreation Board agenda. The Board will have the right to ask for any follow-up research or support of the proposal. All follow-up information will be prepared by a staff report to the Board. The Board will vote on the proposal with majority rule.

Action:

If the Board approves the proposed name, the recommendation will be forwarded by staff to the Sachse City Council with the recommendation of the Parks and Recreation Board. If the Board denies the proposal, the proponent may appeal the decision of the Board by requesting that the proposal be placed on the next available City Council agenda. In this case, the proposal will be forwarded to the City Council with recommendation from the Board for denial.

From: Lynn Cary [<mailto:lynndyan@yahoo.com>]
Sent: Wednesday, July 24, 2013 5:09 PM
To: Lance Whitworth
Subject: Request for renaming Park Lake Park

Dear Mr Whitworth,

My name is Lynn Cary and I am David Sanford's daughter. If you are not familiar with his name, Dad was a Sachse community activist, founder, former Board Secretary and past president of Park Lake Partners Inc. I am writing you because since Dad's passing in June, I have been thinking of a fitting way to pay tribute to him. Dad loved Park Lake Park so much. During his twelve years in Sachse, there wasn't a day that went by that he did not walk to the park and pick up trash, or feed the ducks. He loved being involved and he loved his community. At his memorial at the Sachse Senior Center, I spoke with Cullen King, Mike Felix, and Billy George about **what steps need to be taken to get Park Lakes Park named after him**. Mr. George sent me information that stated that I should send you a letter enumerating his "outstanding public service of great duration and/or diligence to the community, in particular, the development of the parks and recreation system."

Below is a list of just a few of his contributions:

- 1 Adopted Park Lake Park as part of the Adopt a Spot program and formed Park Lake Partners as a result
- 2 Beginning in August 2006, he organized National Night Out in Park Lake Estates and continued for the following 2 yrs. This included getting sponsors and contributions to make the event successful. He also used it as a fundraiser for Park Lakes to get additional trees and plants to beautify the area.
- 3 Volunteered for Sachse Shares, helping with the clean-up of yards and homes of citizens that needed assistance or could not do it themselves.
4. Volunteered for FallFest Committees (got donations, worked tables, assisted with parking)
5. Restored Peachtree Estates sign. Organized the effort by sending letters to the neighbors to get volunteers and got donations.
6. Got Park Lake Partners involved with Sachse Chamber of Commerce yard renovation project
7. Placed flags at on the graves of veterans at 2 Sachse cemeteries for Memorial Day, Flag Day, and Veteran's Day.
8. Picked up trash, planted flowers and shrubs, maintained the flower beds, pruned sucker growth on trees and shrubs, painted various parks facilities, raised funds to improve the landscape of Park Lake and general park beautification, walked the area, made sure that the fountain was in working order (called those responsible if it was not), fed the ducks. In general, made it his mission to make sure that it was beautiful for the 12 years he lived there.
- 9 Designed Veteran's Memorial at City Hall and organized the ceremony
10. In September 2006, he sold tee shirts for Park Lake Parks as a fundraiser
- 11 Organized Memorial Day and Veterans' Day ceremonies
- 12 In 2005, got new trash cans for the park
- 13 Painted trash cans and provided a brick base for a second trash can
- 14 In May 2006, got the bridge and guardrail painted in park.
- 15 Pruned trees and shrubs at the intersection of Trailridge Drive and Miles Road since they were a safety hazard for drivers
16. Removed steel stakes and guy wires from 30 trees and shrubs at park. Guy wires were cutting into trees and shrubs and the steel stakes were a safety hazard for children
17. Campaigned to get security lights at the park.
18. Instigator for the playground and playground cover construction
19. In 2006, he painted a distance marker on the sidewalk at the park for walkers and joggers (measured 1/4 mile)

As I look through photos of Dad, in every photo of him at the Park, no matter what he was he was doing, he had a huge smile. It was his joy In his words, "Sachse is a great place to live with friendly people and good neighbors." It was his home and he enjoyed making it a better place. I know that having the Park named after him would make him smile.

Please consider renaming Park Lakes Park the David B Sanford Memorial Park for all of his efforts. Let me know what further steps I need to make to accomplish this. I can be reached at 703-455-6464 or lynndyan@yahoo.com. I hope to hear from you soon.

Thanks for your consideration,

Lynn D Cary



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Minutes - Full Report Parks and Recreation Commission

Thursday, July 11, 2013

7.00 PM

Council Chambers

The Parks and Recreation Commission of the City of Sachse will hold a Regular Meeting on Thursday, July 11, 2013, at 7 00 p m in the Council Chambers at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business

Present 5 - Chairman Cyndi Mitchell, Commission Member J D Pruitt, Commission Member Diana Smith, Commission Member Michael Kellam, Commission Member Niloufer Watkins

Absent 2 - Commission Member Druce Reiley, Commission Member Juanita Miller

Also present City Council Liaison Brett Franks, Parks and Recreation Director Lance Whitworth, and Activity Coordinator Cynthia Wiseman

Call to Order

The meeting was called to order at 7.00 PM.

Invocation and Pledge of Allegiance to the U.S. and Texas Flags

The invocation and pledge of allegiance to the U.S. and Texas flags was led by City Council Liaison Brett Franks

3 13-1574

Consider approval of the minutes of the May 9, 2013 meeting

Executive Summary

Review and approve the Parks and Recreation Commission meeting minutes for May 9, 2013

A motion was made by J D Pruitt and seconded by Michael Kellam to approve the minutes as written. Motion passed unanimously. Cyndi Mitchell welcomed the new board member, Niloufer Watkins to the Commission Ms Watkins introduced herself to the board

Discuss and consider Disc Golf Course at Salmon Park.

Mr Whitworth reported that this item was originally requested to be placed on the agenda by the Interim Fire Chief, Rick Coleman but he could not be here tonight. Mr. Coleman has a presentation that he would like to bring back to the board at a future meeting on this item In the past, the board heard from a disc golf group in Rowlett that wanted to install a disc golf course in the Muddy

Creek Preserve area. This course was never built in the area due to reasons that came forward in the discussions including the number of holes and size of the course and the area stays too wet at times, and the expense to install it would be too high because you'd have to install concrete pads for the baskets. This new group has looked at the Long Branch section of the creek at Salmon Park. Mr. Whitworth will bring this back to the board when Mr. Coleman will be able to present it to the board

Discuss and consider the design of Firefighter's Park located at 2837 5th Street.

Mr. Whitworth reported that the City Engineer has come up with a suggested parking area on the South side of the park, bordering 5th Street. He suggests 6-8 parking spaces for this size of park with a budget of about \$14,868 to complete the parking and a portion of the sidewalk

Discuss and consider the Park Board's role at Sachse Fallfest event (October 12, 2013).

Ms. Mitchell reported that the Fallfest committee had their meeting and the committee wanted to know about the watering in the Fallfest area. Mr. Whitworth reported that it is being watered

Discuss and consider the creation of a "wish list" of wants and needs for Sachse parks

Mr. Whitworth reported that he came up with a list for each park. At Salmon Park we could use a set of bleachers at the small practice field, and replacement picnic tables. At Joe and Patricia Stone and Park Lake Park we could use drinking fountains. Also, a dog waste station in the parks. We currently have one dog waste station at Park Lake Park

Staff Updates regarding current activities, special events, and personnel

Mr. Whitworth thanked those that helped the judging of the Red, White, and Blue Blast parade. Our department assists with the parade, the set up, and take down for the day. This event was a huge success this year. We have made an offer to a bus driver for the Senior Center. The City Manager took some requests to the City Council on the purchase of vehicles and equipment out of this year's budget. A new truck has been approved to be purchased for our department

Requests for future agenda items.

Requests were made to discuss a July 3rd event committee, disc golf course, online reservations, and Firefighter's Park

Set upcoming Parks and Recreation Commission meeting date

The next meeting was set for August 8, 2013.

Adjournment

A motion to adjourn was made at 7.45 PM by Diana Smith and seconded by Michael Kellam.

ATTEST

APPROVED

SECRETARY

CHAIRMAN