



Sachse, Texas

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

Meeting Agenda

Parks and Recreation Commission

Thursday, March 14, 2013

7:00 PM

Council Chambers

The Parks and Recreation Commission of the City of Sachse will hold a Regular Meeting on Thursday, March 14, 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. 13-1402 Consider approval of the minutes of the February 21, 2013 meeting

Executive Summary

Consider approval of the February 21, 2013 meeting minutes

Attachments [parks minutes 022113 pdf](#)

4. **Discuss and consider Concession Agreement at Salmon Park and Heritage Park for the upcoming season.**
5. **Discuss and consider the Arbor Day/Cleanup Event.**
6. **Staff updates regarding current activities, special events, and personnel.**
7. **Requests for future agenda items.**
8. **Set upcoming Parks and Recreation Commission meeting date.**
9. **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 March 8, 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 #	13-1402	Version	1	Name:	Consider approval of the minutes of the February 21, 2013 meeting
Type	Agenda Item	Status.			Agenda Ready
File created	3/1/2013	In control			Parks and Recreation Commission
On agenda.	3/14/2013	Final action			
Title.	Consider approval of the minutes of the February 21, 2013 meeting				
	Executive Summary				
	Consider approval of the February 21, 2013 meeting minutes.				
Sponsors.					
Indexes.					
Code sections.					
Attachments.	parks minutes 022113.pdf				

Date	Ver	Action By	Action	Result
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Title

Consider approval of the minutes of the February 21, 2013 meeting

Executive Summary

Consider approval of the February 21, 2013 meeting minutes.

Background

Review and consider approval of the February 21, 2013 meeting minutes

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Staff recommends approval of the minutes of the February 21, 2013 meeting



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Minutes - Concise Parks and Recreation Commission

Thursday, February 21, 2013

6:30 PM

Community Development Conference Room

The Parks and Recreation Commission of the City of Sachse will hold a Special Meeting on Thursday, February 21, 2013, at 6:30 p.m. in the Community Development Meeting Room at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

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 6.31 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 Chairman, Jeff Bickerstaff Mr Bickerstaff introduced new board member, Michael Kellam.

3. Consider and approve the minutes of the January 10, 2013 meeting

Executive Summary

Consider and approve the January 10, 2013 meeting minutes.

A motion was made by Cyndi Mitchell and seconded by Druce Reiley to approve the minutes as written. Motion passed unanimously.

Discuss feasibility study and master plan for entertainment and recreation venue

Mr. Whitworth introduced EDC Director, Carlos Vigil. Mr. Vigil presented to the board the preliminary plans for a Sachse Sports and Entertainment Complex based on a study by LARC (Leisure and Recreation Concepts) Activities within the proposed sports complex include golf, volleyball, tennis courts, pools, horseshoe, and sports bar among other things. The facility would be privately owned and run and would operate year round, with June through October being peak months

Discuss and consider concessions agreement at Salmon Park and Heritage Park for the upcoming season.

Mr. Whitworth reported that the concession contract will go to the City Council on March 4 for approval. Council has asked staff to make some revisions including a 2 year contract renewable every year for up to 5 years. A \$1,000 annual fee will be paid by the Sachse Baseball Association to the City of Sachse. The funds will be deposited back into the City of Sachse's general fund. Cyndi Mitchell suggested that the City should keep an inventory of what equipment belongs to the City in the concession at Salmon Park.

Discuss and consider the Arbor Day and Great American Cleanup events

Mr. Whitworth reported that he met with Allied Waste and they are prepared to drop off dumpsters at both Animal Control for the Citywide Collection Event and in the City Hall Parking lot for the cleanup event. Also, the State Forester, Micah Pace will not be able to attend the event this year. Plans for the event include planting trees, cleanup, a band performance, a group picture and bounce houses.

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Discuss and consider the annual review of the Parks Master Plan and the project priority list

Executive Summary

This is an annual review of the Parks Master Plan and the priority list of projects

Mr. Whitworth reported that the replat for Firefighter's Park will go to the Planning and Zoning Commission on Monday, February 25 for approval. The new City Engineer, Greg Peters, has a background in Park Development design which will help in when designing the layout of the park. He also reported that the future of the Park Development fund is looking better due to incoming development within the City. He expects that within the next 2 years between \$300,00-\$500,000 could potentially be put back into Park Development fees. The board went through the priority list created on May 26, 2011, and Mr. Whitworth reported that the City has backed out of the Tri-City Recreation Center. The board discussed the Master Trail Plan and that the need for trails in Sachse should be high on our priority list after looking at how it weighed on the needs assessment survey as the highest priority out of the citizen survey conducted in 2008.

Staff updates regarding current activities, special events, and personnel.

Mr. Whitworth reported that tree surveys for both Northplace Church and Enclave have been approved and they both meet the tree mitigation requirements. At the February 4, City Council meeting, Council discussed starting a Youth Council. Mr. Whitworth proposed instead of having a 7 member Youth Board, that we look into adding a Junior Alternate to the Parks & Recreation Commission. This would be a non-voting board member that would sit on the board and is aloud to give input during the meetings. Mr. Whitworth will work with the City Attorney on amending the charter to include a Junior Alternate on the Parks & Recreation Commission and possible other City Boards.

Requests for future agenda items

Requests were made to discuss the concession agreement and the Arbor

Day/Great American Cleanup event.

Set upcoming Parks and Recreation Commission meeting date.

The upcoming meeting was set for March 14, 2013, at 7:00 PM.

Adjournment

Motion to adjourn was made by Cyndi Mitchell at 8:36 PM.

ATTEST

APPROVED

SECRETARY

CHAIRMAN



Sachse, Texas

Sachse City Hall
3815 Sachse Road
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Minutes - Full Report Parks and Recreation Commission

Thursday, March 14, 2013

7:00 PM

Council Chambers

The Parks and Recreation Commission of the City of Sachse will hold a Regular Meeting on Thursday, March 14, 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 Jeff Bickerstaff, Commission Member J. D. Pruitt, Commission Member Juanita Miller, Commission Member Cyndi Mitchell, and Commission Member Michael Kellam

Absent 2 - Commission Member Diana Smith, and Committee Member Druce Reiley

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 Chairman, Jeff Bickerstaff

3. 13-1402

Consider approval of the minutes of the February 21, 2013 meeting

Executive Summary

Consider approval of the February 21, 2013 meeting minutes.

A motion was made by Cyndi Mitchell and seconded by Michael Kellam to approve the minutes as written. Motion passed unanimously

Discuss and consider Concession Agreement at Salmon Park and Heritage Park for the upcoming season.

Mr Whitworth reported that the concession agreement went to City Council on March 4, 2013, and passed at the meeting. There is a \$1,000 fee for the Association to use the concession. This is a 2 year contract renewable for 1 year terms up to 5 years total. There are provisions in there for termination of the agreement if the association fails to meet requirements in the agreement. They do have to get a food handlers license and obtain an inspection permit.

There is also a minimum age requirement of 16 years of age for those that work in the concession and anyone under the age of 18 years must be under the direct supervision of a person over the age of 18.

Discuss and consider the Arbor Day/Cleanup Event.

Mr. Whitworth reported that we currently have 11 groups registered for the event. We are on track with numbers signed up last year at this point. Friday, April 12, will be the Citywide Trash Collection event in front of the Animal Shelter, from 8 AM-4 PM. The Arbor Day event on April 13, begins here at City Hall at 9 AM. We will also continue the Trash Collection event in front of the Animal Shelter from 8 AM-2 PM that day. We are asking all of the groups to come back at Noon for a group picture. We will plant 5 trees here at the City Complex in celebration of our 5th year to receive the Tree City USA status.

Staff updates regarding current activities, special events, and personnel.

Mr. Whitworth reported that the Easter Egg Hunts will be on March 23 at 10 AM, the Easter Egg Scramble, at 7:30 PM, the Doggie Bone Hunt, and at 8:15 PM, the Flashlight Egg Hunt. The Exchange Club will also be there to raise funds for child abuse awareness by selling blue balloons and having a balloon release at the same time as the egg hunt in the morning. We have done some field improvements including installing an irrigation system on the practice fields, as well as aerating and fertilizing all of the fields. At Heritage Park all of the field lights have been repaired and the Sachse Baseball Association had a contractor come in and do some field work at Heritage Park. Also, P & Z approved the replat of 5th Street Park. The new Engineer, Greg Peters, has experience in park design. Mr. Whitworth is going to meet with Mr. Peters to work on the layout and parking lot. Parks crew worked on the erosion problem at Park Lake Park.

Requests for future agenda items.

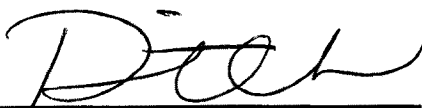
Requests were made to discuss Arbor Day/Cleanup Event, and forming a parks friends group.

Set upcoming Parks and Recreation Commission meeting date.

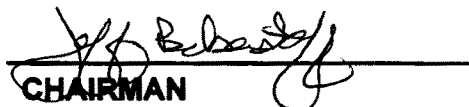
The upcoming meeting was set for April 11, 2013, at 7.00 PM.

Adjournment

Motion to adjourn was made at 7:36 PM by Cyndi Mitchell



SECRETARY



CHAIRMAN