



Sachse, Texas

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

Meeting Agenda

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

1. **Call to Order**
2. **Invocation and Pledge of Allegiance to the U.S. and Texas Flags.**
3. 13-1376 Consider and approve the minutes of the January 10, 2013 meeting

Executive Summary
Consider and approve the January 10, 2013 meeting minutes
Attachments: [parks minutes 011013.pdf](#)
4. **Discuss feasibility study and master plan for entertainment and recreation venue.**
5. **Discuss and consider concessions agreement at Salmon Park and Heritage Park for the upcoming season.**
6. **Discuss and consider the Arbor Day and Great American Cleanup events.**
7. 13-1377 Discuss and consider the annual review of the Parks Master Plan and the project priority list

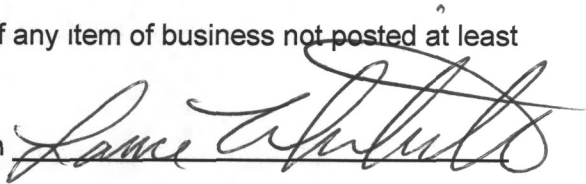
Executive Summary
This is an annual review of the Parks Master Plan and the priority list of projects
Attachments: [parks priority list 2013.pdf](#)
8. **Staff updates regarding current activities, special events, and personnel.**
9. **Requests for future agenda items.**
10. **Set upcoming Parks and Recreation Commission meeting date.**

11. 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 February 15, 2013, 5 00 p m

Lance Whitworth, Director of Parks and Recreation



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 #: 13-1376 **Version.** 1 **Name:** Consider and approve the minutes of the January 10, 2013 meeting
Type: Agenda Item **Status:** Agenda Ready
File created 2/14/2013 **In control:** Parks and Recreation Commission
On agenda: 2/21/2013 **Final action:**
Title Consider and approve the minutes of the January 10, 2013 meeting

Executive Summary
Consider and approve the January 10, 2013 meeting minutes
Sponsors:
Indexes:
Code sections.
Attachments: [parks minutes 011013.pdf](#)

Date	Ver	Action By	Action	Result
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Title

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

Executive Summary

Consider and approve the January 10, 2013 meeting minutes

Background

Review the January 10, 2013 meeting minutes.

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

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



Sachse, Texas

Sachse City Hall
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Minutes - Full Report Parks and Recreation Commission

Thursday, January 10, 2013

7.00 PM

Council Chambers

The Parks and Recreation Commission of the City of Sachse will hold a Regular Meeting on Thursday, January 10, 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 Diana Smith, Commission Member Cyndi Mitchell, and Committee Member Druce Reiley

Absent 1 - 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 7.01 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. 12-1268

Consider approval of the minutes of the December 13, 2012 meeting.

Executive Summary

Review and consider approval of the December 13, 2012 meeting minutes

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

Discuss and consider Firefighter's Park (located at 2837 5th Street) including plat review and design.

Mr. Whitworth reported that staff reviewed the Firefighter's Park plat and found some minor mistakes that need to be corrected. Mr Whitworth has mailed the plat back to Maddox surveying and we are currently waiting for the revisions to be completed and mailed back to the City for staff's final review.

Discuss and consider Arbor Day / Cleanup Event.

The annual Arbor Day/Cleanup event is on April 13 this year. We have sent 41 letters to groups. This year we are adding a recycling event for electronics and computers hosted by BCD Electro.

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

Mr. Whitworth said that on the January 21 meeting they are conducting interviews for the Park Board open position. The brochure is going to the post office on January 25.

Requests for future agenda items.

Requests were made to have the annual review of the Parks & Recreation Master Plan, and a tree survey review from a developer.

Set upcoming Parks and Recreation Commission meeting date.

The upcoming meeting was set for February 21, 2013, at 6:30 PM in the Community Development conference room.

Adjournment

Motion to adjourn was made at 7:33 PM by Cyndi Mitchell.

ATTEST:

APPROVED:

SECRETARY

CHAIRMAN



Sachse, Texas

Sachse City Hall
3815 Sachse Road Building
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Sachse Texas 75048

Legislation Details (With Text)

File # 13-1377 **Version** 1 **Name:** Discuss and consider the annual review of the Parks Master Plan and project priority list
Type: Agenda Item **Status:** Agenda Ready
File created: 2/14/2013 **In control:** Parks and Recreation Commission
On agenda: 2/21/2013 **Final action.**

Title: 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

Sponsors:

Indexes:

Code sections:

Attachments. [parks priority list 2013.pdf](#)

Date	Ver.	Action By	Action	Result
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Title

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

Background

The Parks and Recreation Commission conducts an annual review of the Parks Master Plan and the project priority list that was created on May 26, 2011 and amended on June 9, 2011

Policy Considerations

N/A

Budgetary Considerations

Projects are presented and funding is discussed during the budget process

Staff Recommendations

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

Priority List – created on May 26, 2011 with one amendment on June 9, 2011

- 1 Create a sidewalk ordinance
- 2 Install playground shade structures for these parks
 - a Salmon Park
 - b. Firefighters Park
- 3 Install a sand volleyball court
- 4 Complete the trail around Joe and Patricia Stone park
5. Install a pavilion at Firefighters Park
6. Build tennis/basketball court complex
- 7 Build a splash pad
- 8 Participate in a Tri-City Recreation Center



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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.

7

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.

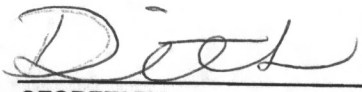
The upcoming meeting was set for March 14, 2013, at 7:00 PM.

Adjournment

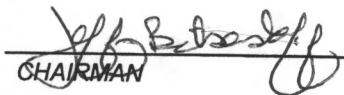
Motion to adjourn was made by Cyndi Mitchell at 8:36 PM

ATTEST

APPROVED



SECRETARY



CHAIRMAN