



Sachse, Texas

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

Meeting Agenda Parks and Recreation Board

Thursday, February 12, 2015

7:00 PM

Council Chambers

The Park and Recreation Board of the City of Sachse will hold a Regular Meeting on Thursday, February 12, 2015, at 7:00 p.m. at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

1. **Invocation and Pledge of Allegiance to the U.S. and Texas Flags**
2. **Regular Agenda Items:**

[15-2687](#) Consider approval of the minutes of the January 8, 2015 meeting.

Attachments: [January 8, 2015 Minutes](#)
3. **Discuss Parks & Recreation Needs Assessment survey.**
4. **Discuss and consider upcoming events including the Great American Cleanup/Arbor Day Celebration.**
5. **Discuss and receive an update on the Friends of Sachse Parks and Recreation.**
6. **Discuss and consider a potential hazard at Salmon Park as it pertains to spectators and the distance to Williford Road.**
7. **Receive staff updates regarding current activities, special events, and personnel.**
8. **Request for future agenda items.**
9. **Set upcoming Parks and Recreation Board meeting date.**
10. **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 6, 2015; 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.



Legislation Details (With Text)

File #: 15-2687 **Version:** 1 **Name:** Consider approval of the minutes of the September 11, 2014 meeting.
Type: Agenda Item **Status:** Agenda Ready
File created: 2/5/2015 **In control:** Parks and Recreation Board
On agenda: 2/12/2015 **Final action:**
Title: Consider approval of the minutes of the January 8, 2015 meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [January 8, 2015 Minutes](#)

Date	Ver.	Action By	Action	Result
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Title

Consider approval of the minutes of the January 8, 2015 meeting.

Executive Summary

Review of the minutes of the most recent meeting.

Background

Minutes of the last Parks Board meeting.

Policy Considerations

None.

Budgetary Considerations

None.

Staff Recommendations

Approve the minutes of the January 8, 2015 meeting.



Sachse, Texas

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

Minutes Parks and Recreation Board

Thursday, January 8, 2015

7:00 PM

Council Chambers

The Parks and Recreation Board of the City of Sachse will hold a Regular Meeting on Thursday, January 8, 2015, at 7:00 p.m. at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

Present 7 - Chairman Cyndi Mitchell, Board Member Diana Smith, Board Member Michael Kellam, Board Member Niloufer Watkins, Board Member Terri Hibbs, Board Member Nieves Marquez Jr., and Board Member Terry Bennett

Also present: City Council Liaison Brett Franks, Youth Advisor Jeremiah Stewart, Youth Advisor Adrienne Hibbs, Parks & Recreation Director Lance Whitworth, and Recreation Supervisor Cynthia Wiseman.

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

The meeting was called to order at 7:00 PM. The invocation was led by Lance Whitworth and the pledge to the U.S. and Texas Flags was led by Park Board Chairman Cyndi Mitchell.

2. Consider Election of Officers.

Cyndi Mitchell asked for nominations for Chairman. A nomination was made by Niloufer Watkins to nominate Cyndi Mitchell for Chairman and seconded by Nieves Marquez. The motion passed unanimously. Cyndi Mitchell asked for nominations for Vice Chairman. A nomination was made by Michael Kellam to nominate Niloufer Watkins for Vice Chairman and seconded by Cyndi Mitchell. The motion passed unanimously. Cyndi Mitchell asked for nominations for Secretary. A nomination was made by Cyndi Mitchell to nominate Diana Smith for Secretary and seconded by Nieves Marquez. The motion passed unanimously.

3. Regular Agenda Items:

Consider approval of the minutes of the November 20, 2014 meeting.

A motion was made by Michael Kellam and seconded by Terry Bennett to accept the minutes as written. Motion passed unanimously.

4. Discuss the City of Sachse's mowing contract for the city's right-of-way's, parks, and open spaces.

Mr. Whitworth reported that the mowing contract was approved at the January 5, City Council meeting. We put together bid packets for the mowing of parts of the City, and advertised for bid. We had a bid meeting and bid opening.

After bids were received, a recommendation was made and approved at the January 5, City Council meeting for Good Earth to take over the mowing of medians, right of ways, and some other areas in Sachse.

5. Discuss and consider a potential safety hazard at Salmon Park as it pertains to spectators and the distance to Williford Road.

Mr. Whitworth reported that a study can be done in house to measure volume and speed of cars on Williford Road. We are on the list for the study in February or March. There is little to no cost since the study will be done in house. After the traffic study, we would be able to discuss the options based on the results. After discussion, the board decided that we should not do the study but should go ahead and install a split rail fence at Salmon Park. Mr. Whitworth said that the next step would be to take it to the City Manager that the board would like to have a split rail fence installed at Salmon Park. If he approves it, then the project would come out of the current Park budget. A motion was made by Michael Kellam and seconded by Nieves Marquez to install a split rail fence at Salmon Park to address the potential safety hazard. Motion passed unanimously.

6. Discuss and consider upcoming events including the Great American Cleanup/Arbor Day Celebration and Tree City USA.

April 11 is the upcoming Great American Cleanup/Arbor Celebration event that will begin at 9 AM. Ms. Wiseman is working on getting letters and emails sent out to all of the groups requesting their participation. We have spoken to Allied Waste regarding the trash collection and waste collection event as well. The Trash Collection will be held on Friday, April 10 at the Animal Shelter and then hazardous waste, shredding, and electronics will be added on Saturday, April 11. Mr. Kellam advised the board regarding a grant program that Walmart employees can take part in to help raise money for organizations that they volunteer to assist. He also advised the board that other businesses have the same types of grants out there that employees can take part in by volunteering their time to an organization to help raise money for that organization. Mr. Kellam, as a Friends of the Parks member, will try and let these businesses know that there are these grant opportunities out there.

7. Discuss and receive updates on the Friends of Sachse Parks and Recreation progress on current projects, activities and Memorandum of Understanding (MOU) with the City.

Michael Kellam, President of Friends of the Parks & Recreation, at 5619 Pinnacle Circle in Sachse reported to the board. He reported that the Memorandum of Understanding between the Friends Group was signed by the City. In the memorandum, the Friends can have a link on the City website, they will be able to get things in the City publications, and other benefits of working with the City. The group received a \$2,500 grant from the Neighborhood Walmart. The Friends group has sent out business solicitation letters to Sachse Chamber members to try and get sponsors for the Friends Group. There will be a write-up in the Parks brochure about the Friends Group.

8. Receive staff updates regarding current activities, special events, and personnel.

Mr. Whitworth updated the board on the Cookies with Santa and Christmas Parade event held on December 13. The event went well with high attendance at the parade and event. There were plenty of volunteers including the National Honor Society, Latter Day Saints Church Young Women's group, Beta Club, Hudson Middle School FCCLA, and Youth Advisor Adrienne Hibbs.

9. Request for future agenda items.

Requests were made to discuss the park survey, parks brochure, fence at Salmon, friends update, and cleanup event update.

10. Set upcoming Parks and Recreation Board meeting date.

The next meeting was set for February 12, 2015 at 7 PM.

11. Adjournment.

A motion was made by Terri Hibbs and seconded by Michael Kellam to adjourn at 7:56 PM.

ATTEST:

APPROVED:

Diana Smith, Secretary

Cyndi Mitchell, Chairman