

CITY COUNCIL OF THE CITY OF SACHSE

WORKSHOP MEETING MINUTES

October 19, 2015

The City Council of the City of Sachse held a workshop meeting on Monday, October 19, 2015 at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Mayor Pro Tem Brett Franks, Council Members Charlie Ross, Paul Watkins, Bill Adams, Jeff Bickerstaff, and Cullen King. City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Park and Recreation Director, Lance Whitworth; and Recreation Supervisor, Cynthia Wiseman.

Mayor Felix called the meeting to order at 6:33 p.m.

Councilman King joined the meeting at 6:44 p.m.

DISCUSSION ITEMS:

15-3086 Discuss a special events policy for the City of Sachse.

Mr. Whitworth presented this item stating some organized activities, due to their size and special requirements, may place unique demands on public resources or pose a danger to public health, safety, and welfare of the community. In order to plan for these demands on public resources, it is necessary for the city to receive advance notice of these events.

Mr. Whitworth defined a special event as a temporary event, gathering or organized activity, including but not limited to bike races, marathons, walk-a-thons, fireworks displays, concerts, parades, carnivals, or other types of races and festivals, using city-owned property.

Mr. Whitworth presented the following items for discussion:

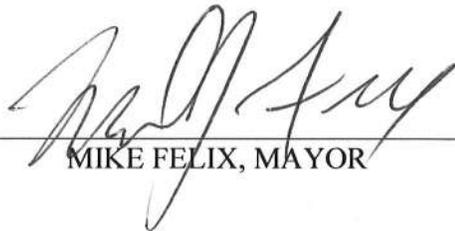
- Should fees be charged for the event; i.e. staff, lighting, equipment, barricades and cones, etc.?
- Should the fees be different for non-profit versus profit groups?
- Do we require organizations to reside in Sachse only?
- Allow alcohol?
- We would require insurance for all events at minimum one million general commercial liability.
- Should we require organizations to notify the public?
- Parking – require organizations to gain permission when using non-city property.
- Department review – PD, FD, Parks, PW, CE, Inspections.

The Council discussed the items presented with the following consensus on each item:

- Some sort of fees should be charged based on event (a-la-carte).
- The fees should be the same for non-profit and profit groups.
- The City should not limit to just organizations within Sachse. The Council suggested having a different category for those who currently partner with the City on specific events.
- No alcohol is preferred.
- All agree with requiring insurance.
- Some sort of notification should occur, but type of notification may vary on the type of event. Samples given included: signage, reverse 911, and letters.
- Council requested staff to research an agreement the City may have with the ISD's regarding using their parking lot during non-school hours. The Council values the relationship it has with the school districts and feels when necessary, seek approval based on the event. The council also discussed using improved versus non-improved surfaces for parking.
- Council agreed with having departments review the applications, as well as liked the drafted application presented.

The council also discussed if a timeframe for submitting an application was necessary. Council would like flexibility given based on the event, but suggested having no specific timeframe up to a three to six month minimum when feasible. The council requested staff to present this item to the Park Board to receive their recommendations based on the comments given by Council, and to bring back for further discussion once more feedback was received.

ADJOURNMENT: At 7:21 p.m. Mayor Felix adjourned the meeting.


MIKE FELIX, MAYOR

ATTEST:


Michelle Lewis Sirianni, City Secretary

