



# City of Sachse, Texas

## Minutes

### Parks and Recreation Board

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Thursday, March 10, 2016

6:00 PM

First Floor Conference Room

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The Park and Recreation Board of the City of Sachse will hold a Regular Meeting on Thursday, March 10, 2016, at 6:00 p.m. in the first floor conference room at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

**Present** 6 - Chairman Cyndi Mitchell, Board Member Diana Smith, Board Member Lindsay Buhler, Board Member Terry Bennett, Board Member Jermaine McDaniel, and Board Member Ammar Qashshu

**Absent** 1 - Board Member Nieves Marquez Jr.

**Also present:** City Council Liaison Brett Franks, Parks and Recreation Director Lance Whitworth, and Recreation Supervisor Cynthia Wiseman.

*If anyone wishes to speak regarding any item posted on the agenda, please signify to the board at the time the item is presented.*

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

The meeting was called to order at 6:01 PM by Cyndi Mitchell. The invocation and pledge to the US and Texas Flags was led by Lance Whitworth.

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A motion was made by Terry Bennett and seconded by Jermaine McDaniel to approve the minutes as written. Motion passed unanimously.

Discuss and Consider Latter Day Saints Church – Sachse Ward, request to use Salmon Park overnight March 18-March 19, 2016.

Robert Condiff from the Latter Day Saints Church - Sachse Ward, requested overnight use of Salmon Park from March 18-March 19, 2016 for a Daddy/Daughter camp out. Mr. Condiff stated that they would begin at 5 PM on Friday afternoon and that by 10 AM the following morning they would be done and cleaning up the park before leaving. A motion was made by Diana Smith and seconded by Lindsay Buhler to approve the overnight use of Salmon Park on March 18-March 19. The motion passed.

Discuss and receive an update on the Friends of Sachse Parks & Recreation.

Tricia Lindsey - 3718 Rockhouse Road reported to the board that the Friends request to the City Council to construct a temporary dog park in front of the Sachse Animal Shelter was approved. They will now begin raising the funds

needed for the construction. She also reported that the Sachse Park Pals will attend the Doggie Bone Hunt and set up a booth to sell t-shirts and bandanas.

#### Open Meetings Trainings for Board Members.

Mr. Whitworth gave a brief training to the board on the role of the Parks and Recreation Board and the basic rules of order during a meeting as outlined in the Open Meetings Act. Some basic rules include that only items on the current agenda may be discussed. If board members would like to discuss an item that is not on the agenda they must request it as a future agenda item, there must be a quorum to have a meeting, and the Chairman will call on board members for comments. All final actions or voting must not take place in closed session and must be made in public. Members should avoid the appearance that they are deliberating by posting comments about public business on social media such as facebook. Posting comments may be construed as a meeting.

#### Discuss and receive an overview of the Parks, Recreation, and Master Plan for new board members.

Mr. Whitworth opened up the discussion with a brief overview of the department and the Parks Master Plan. Terry Bennett suggested adding more photos to the Master Plan as well as online, and possibly aerial photos of parks. He also suggested posting a short video online of what we have in all of the parks. Diana Smith asked Mr. Whitworth to explain how the park development fees work. He explained that developers have a choice when they come to the City to either try and donate land in lieu of fees or pay the development fees. If they would like to donate land in lieu of fees, they must first come to the Parks & Recreation Board and the City Council to ask for approval to donate the land. Other discussion included the Needs Assessment survey, park amenities, and what to do once the park development fees are gone.

#### Discuss signage in the parks.

Mr. Whitworth showed the board examples of signs that staff came up with to install in the City Parks. The board liked the signs and would like one sign on the backside of the concession at Heritage as well as on the concession and restrooms at Salmon Park. Staff will leave the old signs up where they are and the board will talk at a later date about directional park signage along roadways.

#### Discuss and consider Arbor Day Jubilee: Team Up & Clean Up and other events on April 8 and April 9, 2016.

Ms. Wiseman went over the lineup of events for the Arbor Day Jubilee and reported that ATMOS is sponsoring the volunteer lunch and Farmers Electric Cooperative is sponsoring the guest speaker (Howard Garrett) at the H2O XPO. To date, we have 14 groups registered and 200 volunteers.

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

Mr. Whitworth reported that the Easter Egg Hunts will be held on March 19. There will be an Easter Egg Scramble at 10 AM, a Doggie bone Hunt at 7:30 PM

and a Flashlight Egg Hunt at 8:15 PM. All of the events will be held at Heritage Park.

Request for future agenda items.

Requests were made to discuss signage and receive an update on the consultant working on the update to the Master Plan.

Set upcoming Parks and Recreation Board Meeting date.

The next board meeting was set for April 14, 2016 at 7 PM.

Adjournment.

A motion to adjourn was made by Lindsay Buhler and seconded by Jermaine McDaniel at 7:45 PM.

ATTEST:



Diana Smith, Secretary

APPROVED:



Cyndi Mitchell, Chairman