



# City of Sachse, Texas

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

## Minutes Parks and Recreation Board

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Thursday, November 12, 2015

7:00 PM

Council Chambers

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

**Present** 4 - Chairman Cyndi Mitchell, Board Member Diana Smith, Board Member Lindsay Buhler, and Board Member Ammar Qashshu

**Absent** 2 - Board Member Nieves Marquez Jr., and Board Member Terry Bennett

**Also present:** City Council Liaison Brett Franks, Parks and Recreation Director Lance Whitworth, Youth Advisor Jeremiah Stewart, 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.*

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

The meeting was called to order at 7:00 PM by Cyndi Mitchell. The invocation was given by Lance Whitworth and the pledge to the US and Texas Flags was led by Brett Franks.

2. Introduction of new Board members.

New board members Ammar Qashshu and Lindsay Buhler introduced themselves to the board members and were welcomed to the board by Chairman Cyndi Mitchell.

3. Consider approval of the minutes of the October 8, 2015 meeting.

A motion was made by Diana Smith and seconded by Ammar Qashshu to accept the minutes as written. Motion passed unanimously.

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

Tricia Lindsey reported on the Friends activities. The Pumpkin Prowl pictures are loaded up on the website. The group is waiting on staff direction on the dog park.

5. Discuss and consider a special events policy for the City of Sachse.

Mr. Whitworth reported that we are working on a Special Events Policy for the City of Sachse. As the City has grown we have received more requests for special events in Sachse. Currently we don't have a policy in place. We would

like a better system in order to streamline the process for the City and for the organization. Some main points on the application, include: asking groups to give us at least 3 months advance notice (if they cannot give at least 3 months notice, we will still work with them), having a site plan included with the application, parking proposal (including documentation that they have permission to park on property not owned by the City), stage size, equipment used, trash and sanitation plans, signs and banner permits need to be in place, sending out notice to surrounding property owners if the event will impact them (an example would be an event or parade that may affect traffic flow on the street), charging for City Staff, etc. Some ideas brought up by the board are possible setting a standard for how many officers you need for an estimated number of people that will be at the event. Tricia Lindsey asked if this application applies to groups like CERT and the historical society and are they going to have to start paying to host their events? Mr. Whitworth explained that it is not our intention to change things with these groups that the City has worked with in the past and that we aren't looking to start charging our partner groups, such as CERT, but we would still like to have the application from these groups to help streamlining the process and getting everything in order with what is happening at these events and what the City needs to do in assisting. The Park Board would like to review each application, including making recommendations if the fee will be waived, staff will come up with a formula for the number of required police depending on the estimated number of people at the event, and that it should be open to Sachse residents only. A motion was made by Diana Smith and second by Ammar Qashshu to approve the policy to go to City Council with the changes that the board discussed in the meeting. Motion passed unanimously.

6. Discuss soccer field usage in open spaces and the outfield of the baseball fields in Sachse Parks.

Mr. Whitworth introduced DJ Gill with the group and explained that Mr. Gill has requested the use of the outfield at Heritage to use for soccer because with the time change, it gets darker and they need lights. Currently with the weather pushing the season back, Mr. Gill has not been able to get on the fields because they are in use by baseball. Mr. Gill asked what can he do to get use of these fields and lights.

DJ Gill, 3817 Georgetown Dr. in Sachse - He thinks that there is a need for lighted soccer fields in Sachse. There is one soccer field in Sachse but is not playable because of the cracks. And they aren't able to use the baseball field because it is usually booked.

Another resident voiced his concerns that there is not a safe, lighted place to play. The current open area is cracked, not lighted, and not playable. The baseball field is playable, lighted and not cracked but they are not able to play on it because it is always booked by baseball teams.

Ms. Mitchell explained that part of the reason why the baseball fields are so well kept is because the Sachse baseball association helps to maintain those fields and a couple years ago put in money to have the fields leveled and upgraded. This is part of the reason why they have precedence over field use throughout the year.

Mr. Whitworth explained that it has been hard to get the open field at Heritage playable because it is so heavily used. The department has tried many things including bringing in dirt, overseeding, etc. but we would have to shut down that area for a period of time to really be able to get things established on it. He has requested in previous budget years to have lights in that area, but it has not been approved.

The soccer group will try to get some interest from residents on starting up a soccer association and then go from there and maybe bring it back to the City at another date.

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

Mr. Whitworth reported that we had record numbers with over 1,000 people in attendance at the Pumpkin Prowl. We had the Sachse High School Theater group come out and entertain people along the hayride. Other groups including the SHS Beta Club and NHS assisted with the event. CERT was there directing traffic. The Sachse Park Pals took pictures. We had record participation in the costume contest. We also had the America Recycles storytime today, with about 66 in attendance. The Green Fairy and Park Board Member Diana Smith read stories to the kids and the library staff did a great job hosting the event. Upcoming events are the Tree Lighting, Cookies with Santa, Christmas Parade, and the Daddy/Daughter dance.

8. Request for future agenda items.

Requests were made to discuss the Special Events policy.

9. Set upcoming Parks and Recreation Board Meeting date.

The next board meeting was set for December 10, 2015 at 7 PM.

10. Adjournment.

A motion to adjourn was made by Diana Smith and seconded by Lindsay Buhler at 8:23 PM.

ATTEST:



Diana Smith, Secretary

APPROVED:



Cyndi Mitchell, Chairman