



**Thursday, January 19, 2023
Parks and Recreation Board Meeting**

**Council Chambers
3815 Sachse Road, Building B
6:30 p.m.**

A. Regular Meeting

1. Call to Order: The Parks and Recreation Board of the City of Sachse will hold a Regular Meeting on Thursday, January 19, 2023, at 6:30 p.m. to consider the following items of business:
2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.
3. Public Comment: The public is invited at this time to address the Board. Please come to the microphone and state your name and address for the record. However, if your remarks pertain to a specific agenda item, please hold them until that item, at which time the presiding officer will solicit your comments. The time limit is 3 minutes per speaker. The Board is prohibited by state law from discussing any item not posted on the agenda according to the Texas Open Meetings Act, but may take comments under advisement. Issues raised may be referred to City staff for research and possible future action.
4. Introductions of all new and current Board members.
5. Election of the Parks and Recreation Board Chairperson, Vice Chairperson, and Secretary.
6. Consider approval of the August 11, 2022, meeting minutes.
7. Consider approval of the October 20, 2022, joint Parks and Recreation Board / Municipal Development District Board meeting minutes.
8. 2022 review of the Michael J. Felix Community Center.
9. Discuss and receive an update on J.K. Sachse Park progress, Heritage Park, and The Station.
10. Receive staff updates regarding current activities, special events, and personnel.
11. Set upcoming Board meeting date.
12. Adjournment.

I, the undersigned authority, do hereby certify that this notice of meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall.


Leah K Granger, City Secretary

Posted: 01/13/2023 by 5 p.m. Removed: _____

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Amanda Chi, ADA Coordinator, via phone at 975.429.4770, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

A. Regular Meeting

Subject	4. Introductions of all new and current Board members.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Discussion, Information

A. Regular Meeting

Subject	5. Election of the Parks and Recreation Board Chairperson, Vice Chairperson, and Secretary.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Motion to elect _____ as the chairperson of the Parks and Recreation Board. Motion to elect _____ as the vice chairperson of the Parks and Recreation Board. Motion to elect _____ as the secretary of the Parks and Recreation Board.

A. Regular Meeting

Subject	6. Consider approval of the August 11, 2022, meeting minutes.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Action, Minutes
Recommended Action	Approve the Parks and Recreation Board meeting minutes as presented.
Goals	Provide excellent government services to Sachse citizens.

File Attachments
[08.11.22 Parks Board Minutes.pdf \(18 KB\)](#)

**PARKS AND RECREATION BOARD OF THE CITY OF SACHSE
AUGUST 11, 2022, MEETING MINUTES**

The Parks and Recreation Board of the City of Sachse held a regular meeting on Thursday, August 11, 2022, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Members present were Vice-Chairperson Diana Smith; Valerie Pike, Keith Casey, Pat Porter; Parks and Recreation Director, Lance Whitworth; Recreation Manager Cynthia Wiseman; Administrative Assistant Jennifer Hagood.

Members absent: Ian Bailey, Jermaine McDaniel, and Debbie Stout.

Vice-Chairperson Smith called the meeting to order at 6:30 p.m.

Invocation and Pledges of Allegiance to the US and Texas Flags.

Mr. Whitworth led the invocation and the pledges.

Introduce new board members.

Ms. Smith made a delay for the arrival of Ms. Stout. Ms. Stout was not able to attend this meeting. No new board members were at this meeting to be introduced.

Consider approval of the June 9, 2022, meeting minutes.

Ms. Smith made a motion to approve the item as presented. Ms. Porter seconded the motion, and it carried unanimously.

Discuss and receive an update on J.K. Sachse Park progress.

Mr. Whitworth presented the progress of J.K. Sachse Park to the Board. The estimated completion of phase one will be March 2023, and is contracted with J.B. Co. Phase one includes the splash pad, volleyball courts, pavilion, and the rest room. The grant money received from Collin County will allow for all the trails to be completed in this park. All the utility and water work has been done at this site and the sewer has been tied into the main line. All the soil reports have come back that the site is good and compressed. The restroom is a prefabricated building that is being brought in the week of September 19, 2022 for installation. Landscaping will be phased in through the completion of the trails. The contractor appears to be slightly ahead of schedule on phase one completion. The ribbon cutting is planned for late March or early April 2023.

Receive an update on Heritage Park and The Station.

Mr. Whitworth presented the progress of Heritage Park and The Station to the Board. Park development fees of \$870,000 have been used to contribute to the cost of this project. This project is in conjunction with PMB and The Station. Retention ponds are being worked on at this time and this is the majority of the work that has been done up to this point. The original projected cost of this project in 2018 was \$6.5 Million and that cost has increase since then. This park will include

a splash pad, playground, and a very iconic slide. Grading on the ponds should be completed by the end of August 2022.

Discuss future Parks and Recreation master plan.

Mr. Whitworth is waiting on the city-wide survey to go out. A new set of data points will help give direction in the future. A master plan is always a benefit to the Parks & Recreation department and allows for more access to local, state, and federal grants. There have been many additions since that last master plan was published. Once the next two new park projects are constructed and staff receives results from the survey, it would be a good time to look into obtaining a consultant for reevaluation of the data. The current master plan shows the design for the master trail plan for the city and is a great reference guide.

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

Ms. Wiseman updated the Board on the upcoming events that are planned and how well the summer went at the Michael J. Felix Community Center. The Red, White, and Blue Blast had about 12-14 thousand people in attendance. The event went extremely smoothly and was a great success. The next event will be the Pumpkin Prowl on October 15 at Salmon Park. After that, the next event will be the Christmas Extravaganza Parade and Christmas event at City Hall on December 7. The Community Center has many new programs in the works. Pickleball has been a huge hit and Toddler Time is being brought back on the first and third Fridays of the month. The Community Center had 5300 member check-ins this summer. These numbers reflect a 45% increase over last summer. Camp registrations were up 35% from last summer. Memberships have increased from 363 last year to 795 this year. Mr. Whitworth presented an update about Park staff. The Parks Department has been understaffed and he has been working towards getting that corrected. The Parks Foreman, Mario Bautista, is on the mend and will hopefully be back to work this month.

Request for future agenda items.

None were presented. The next meeting date was set for September 8, 2022.

Adjournment.

Vice-Chairperson Smith adjourned the meeting at 7:05 p.m.

APPROVE:

Diana Smith, Vice-Chairperson

ATTEST:

Valerie Pike, Board Member

A. Regular Meeting

Subject	7. Consider approval of the October 20, 2022, joint Parks and Recreation Board / Municipal Development District Board meeting minutes.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Action, Minutes
Recommended Action	Approve as presented.

File Attachments
[10.20.22 Joint PR and MDD Minutes.pdf \(31 KB\)](#)

**JOINT PARKS AND RECREATION BOARD AND MUNICIPAL DEVELOPMENT
DISTRICT BOARD OF THE CITY OF SACHSE
OCTOBER 20, 2022, MEETING MINUTES**

The Parks and Recreation Board and The Municipal Development District Board of the City of Sachse held a joint regular meeting on Thursday, October 20, 2022, at 6:00 p.m. at Sachse City Hall, 3815-B Sachse Road. Members present were Municipal Development District President and Parks and Recreation Secretary Jermaine McDaniel; Municipal Development District Vice President Butch Kemper; Parks and Recreation Secretary Diane Smith; Board members Keith Casey, Susie Whitehurst, Ian Bailey, Richard Fricks; Parks and Recreation Director, Lance Whitworth; Administrative Assistant Jennifer Hagood.

Members absent: Valerie Pike, Patricia Porter, Debbie Stout, Michael Wilson.

Secretary Smith called the Parks and Recreation Board meeting to order at 6:03 p.m. and President McDaniel called the Municipal Development District Board meeting to order at 6:03 p.m.

Tour J.K. Sachse Park.

Mr. Whitworth led a tour to J.K. Sachse Park located at 4301 Ranchero Road to show all Board members the progress of the park since the groundbreaking on March 23, 2022.

Adjournment.

President McDaniel adjourned both the Parks and Recreation Board and the Municipal Development District Board meetings at 7:02 p.m.

APPROVE:

By:

ATTEST:

By:

A. Regular Meeting

Subject	8. 2022 review of the Michael J. Felix Community Center.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Discussion, Information
Goals	Provide excellent government services to Sachse citizens.

A. Regular Meeting

Subject	9. Discuss and receive an update on J.K. Sachse Park progress, Heritage Park, and The Station.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Discussion, Information
Goals	<p>Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.</p> <p>Provide excellent government services to Sachse citizens.</p>

A. Regular Meeting

Subject	10. Receive staff updates regarding current activities, special events, and personnel.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Discussion, Information

OVERVIEW

Introduce the new Leisure Services Coordinator, Jordan Beaulieu.
Discuss the Arbor Day event on April 22, 2023.

A. Regular Meeting

Subject	11. Set upcoming Board meeting date.
Meeting	Jan 19, 2023 - Parks and Recreation Board Meeting
Access	Public
Type	Discussion, Information