

Minutes
PARK & RECREATION COMMISSION MEETING
Regular Meeting
City Hall, 411 W. Arapaho Rd.
Civic Center - Richardson Room
November 10, 2015
6:00 PM

Members Absent: Susan Fischer, Collin Hayes

PARD Staff in attendance: Lori Smeby, Roger Scott, Sarah Burt

Attending Commission Members:

Kenan Brandes – Chairman	Jim Bailey - Member
Jeremy Thomason, Vice Chairman	Jeanne Hooker – Member
Pam Krause, Member	Gene Fitch, Jr. - Member
Kevin Williams, Member	

Visitors: No visitors

1. Chairman Kenan Brandes declared a quorum and called the meeting to order at 6:03 p.m.
2. Chairman Kenan Brandes acknowledged that there were no visitors in attendance.
3. Pending one correction, the minutes from the October 13 regular meeting were approved on a motion from Pam Krause and seconded by Jeanne Hoocher.
4. Chairman's Report
 - Chairman Kenan Brandes thanked commission members for visiting parks and contributing valuable feedback. Mr. Brandes explained that over the winter months there will be focused time on evaluating recreation facilities as well. Observations from members included erosion and drainage issues. By providing specific examples of improvements needed in city parks, commission members agree they will be more prepared for the April 15th Priority List. Director Lori Smeby asked that Parks and Recreation Commission members submit information to staff that seems urgent and calls for immediate action. Mr. Brandes suggested that members can copy Sarah with observations that should be addressed quickly so that appropriate staff members can work swiftly to resolve issues.
5. Breckinridge Park Erosion Control
 - Assistant Director Roger Scott informed the Parks and Recreation Commission that there is an erosion problem at Breckinridge Park that has accelerated as a result of urban growth and development. Mr. Scott gave a brief explanation on the impact of the water flowing in the creek and how it has been impacted by activities around the park. Mr. Scott shared that there is some survey work occurring and an engineering firm is evaluating the park in order to stabilize the erosion.
6. Review of Lookout Park Renovations Public Meeting

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- Director Lori Smeby informed the Parks and Recreation Commission that there was recently a public meeting for residents near Lookout Park to provide input for renovations to the park. The renovations to be completed will include the trail around the park as well as the playground. Mrs. Smeby explained that the funding for the project entails park upgrades and does not include the parking lot for the time being.

7. Dog Park Event Paddock Reservation Guidelines

- Director Lori Smeby informed the Parks and Recreation Commission that staff has been working to establish guidelines for renting the special events paddock at Bush Central Barkway. Mrs. Smeby explained that the purpose of renting out the special events paddock is to allow users to host private events, not conduct business or fundraising. The guidelines are similar to the rental of pavilions in parks throughout the City, but the park does still function as a special use park. Parks & Recreation Commission members agree that the guidelines presented fit the park well and expressed their support. Mrs. Smeby will update members after more decisions are finalized and action is taken.

8. McKamy Spring Marker/Proposed Ceremony

- Assistant Director Roger Scott shared that the McKamy Spring historical marker has arrived in the Parks and Recreation Department office and will be ready for installation soon. Mr. Scott said the installation should be taking place in the coming week and that a ceremony will potentially take place at a later date.

9. Parks & Recreation Director's Report

A) Bond Proposition

- Director Lori Smeby expressed her appreciation for the Parks and Recreation Commission's interest and involvement in the successful bond proposition that recently passed.

B) Capital Projects Update FY2016

- Assistant Director Roger Scott gave a brief update on capital projects and informed the Parks & Recreation Commission of upcoming projects. Mr. Scott explained that preliminary work will be done and construction for projects will begin after the first of the year. In short term capital, there is new fencing taking place on the tennis courts at Terrace and Heights Parks. Mr. Scott also said that the restrooms at Yale and Mark Twain Parks will be receiving new roofing. Additionally, the softball/baseball fields at Heights Park will have permanent fencing added to them. There are also irrigation upgrades taking place with medians due to matching fund beautification funds.

10. Parks & Recreation Commission Round Table of Community Interest Items

- Member Kevin Williams shared about his experience in North Carolina and observations he made about eye-opening parks in the community he visited and the unique aspects they possessed.
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- Chairman Kenan Brandes clarified the judges for the Christmas Parade. Pam Krause, Jeanne Hooker, and Gene Fitch, Jr. will be serving as judges at the parade, which will be taking place on the west side of Richardson. Mr. Brandes also discussed the potential need to update a trail map to make it easier for residents to understand based on some recent observations. Staff will evaluate the map that spotlights Glenville and Spring Valley to see how to make it clearer.
- Vice Chairman Jeremy Thomason shared about a recent experience at the baseball fields of Glenville Park and his appreciation of the way the stands are made. The seating is tiered and made of concrete, which Mr. Thomason said added more excitement to the feel of baseball.
- Member Jeanne Hooker asked about the process to film a portion of Santa's Village for a company that is new to Richardson to show employees about exciting events in the area. Director Lori Smeby recommended passing along information for the community events office to set up a good time for the film crew to visit.
- Member Pam Krause mentioned the upcoming Christmas Tree Lighting Ceremony that coincides with the opening evening of Santa's Village on December 5, as well as the awards presentation for the Christmas Parade.
- Member Jim Bailey shared about his observation that Point North Park does not seem lit at night. Assistant Director Roger Scott explained that parks are not fully lit at night with the exception of an observation light that helps identify if there is a problem, but that it's not meant to be utilized to use the park after hours.

11. Department Calendar Items

A) Set Meetings for 2016

- Chairman Kenan Brandes proposed keeping meetings the second Tuesday of each month for 2016 at 6:00 p.m., with the exception of special called meetings and the typical summer break. Parks and Recreation Commission members were in agreement to keep the calendar as it is for the next year.

B) Upcoming Events

- Chairman Kenan Brandes mentioned a calendar of upcoming events that Parks & Recreation Commission members can utilize over the next few months.

12. Adjourn

- Being no further business, Chairman Kenan Brandes declared the meeting adjourned at 7:55 p.m.

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Minutes respectfully submitted by
Sarah Patton, City of Richardson Parks & Recreation Department

Minutes approved at the January 12, 2016 regular meeting:
