

Minutes
PARK & RECREATION COMMISSION MEETING
Regular Teleconferencing Meeting
City Hall, 411 W. Arapaho Rd.
City Manager's Conference Room, 202
June 16, 2020
6:00 p.m.

Member absent: Victor Garza, Drew Hayes, Glenn Folse

PARD Staff in attendance: Director Lori Smeby, Assistant Director Dan Baker, Assistant Director Yvonne Falgout, and Administrative Secretary Paula Vieregge

Attending Commission Members:

Gene Fitch, Jr. - Chairman

Nancy Crowe - Member

Steve Hendry – Vice Chairman

Greg Kish – Member

Daniel Burdette – Member

Kimberly Sisco - Member

1. Chairman Gene Fitch called the meeting to order at 6:03 PM.
2. Approval of Minutes
 - May 12, 2020 minutes were approved unanimously. Member Daniel Burdette made a motion to approve & member Nancy Crowe seconded the motion.
3. Presentations
 - Budget Overview - Lori Smeby presented the “Balanced Finish” Budget Cycle plan, that will take the Parks and Recreation Department through September, the end of the fiscal year. Member Daniel Burdette asked about position vacancies. Yvonne Falgout answered that the hiring freeze applies to positions that were vacant before Covid-19 and any additional positions that may become vacant. The department is continuing to be exceedingly conservative and focused on essential services that can be accomplished in a normal work week.
 - Re-opening Update – Lori Smeby summarized the changes that are happening with reopening the recreation centers, gymnastic center, tennis center, and dog park. The four neighborhood pools open on July 1st. Some adult athletics and youth sports have elected to start back up. Summer camps reopened with many provisions made for Covid-19. We're not at 100% but getting back to some sense of normalcy. Comprehensive Covid-19 signage has been posted throughout parks, recreation centers, and pools.
4. Action Item
 - Budget Letter Addendum – Council liaison Steve Mitchell took a moment to convey his thoughts on the good works done by the PARD director Lori Smeby and the entire Parks Commission team in putting together the Budget Letter. Chairman Gene Fitch then suggested that the group replace the opening paragraph in the section titled, “2020 Strategies and Priorities” with a modified paragraph referencing the Covid-19 impact. The request to incorporate the revised paragraph was approved unanimously. Member Daniel Burdette made a motion to approve & member Steve Hendry seconded the motion. Additionally, Gene requested to adjust the “Planning” section priority list and exchange number 1-Trails and Mobility Plan, with number 2-Trident Property Master Plan. The decision to make the Trident Master Plan the number one priority, and flip-flop with the Trails and Mobility Plan as second priority was approved unanimously. Member Daniel Burdette made a motion to approve & member Kim Sisco seconded the motion. Steve Mitchell asked Director Lori Smeby if the Trident Property Master Plan is currently in the parks budget. Ms. Smeby answered that it is not currently in the budget.
5. Discussion Items
 - Park Visits – Chairman Gene Fitch took a moment to acknowledge member Kim Sisco's work in keeping everyone on task, and organizing the park visit comments from each member, into the presentation format. He then guided the members through their questions and comments about each park on the visitation list: Collins, Durham, Fox Creek, Ruth Young, and Woodland. Council liaison Steve Mitchell requested information about Ruth Young. Nancy Crowe suggested that a historical plaque be put in the park to acknowledge its namesake.

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- September Meeting – When given the choice, the group opted to forego the usual September tour, and decided to convene in a regular meeting. It is still to be determined whether the group will meet on September 8th or 15th. The group agreed to meet on whichever date is selected. Lori Smeby will send out a “save the date” for both dates and will then cancel the one not chosen.

6. Director's Reports

- Parks/Planning – Dan Baker
 - (1) Trail projects continue to progress. Breckinridge trail project is 80% complete. Will be fully complete by the end of July, if the weather holds out.
 - (2) Duck Creek Trail has an estimated completion by October. Currently working on the Plano Rd bridge cantilever for widening trail. Sixteen piers for boardwalk bridge have been completed.
 - (3) Spring Creek Nature Area Phase II Trail was put on hold due to Covid-19. Now executing a construction contract. Construction start should begin before the end of July.
 - (4) Lookout Drive has begun and is 5% complete.
 - (5) Wayfinding signs at SCNA. Going for a Collin County grant of matching funds.
 - (6) WyndSOR, Crowley North, and Duck Creek playgrounds are complete, and ADA inspected.
- Recreation/Athletics/Events – Yvonne Falgout
 - (1) Family 4th Celebration cancelled due to Covid-19. A Do-At-Home project has been initiated, including a Bucket of Fun and daily activities for families to do together.
 - (2) Summer Camps have started with modifications.
 - (3) Softball registration has begun. 71 teams are signed up.
 - (4) Tennis program has begun.
 - (5) Pool staffing are gearing up for July 1st opening.
 - (6) Senior Zoom chats and Facebook Live bingo games have been a lot of fun.

7. Department Calendar Items

- Most events have been cancelled.
- Mark September as the next Parks Commission meeting.

8. Items of interest

- Member Daniel Burdette – kudos to the staff for the effort that has gone into reopening programs and pools.
- Member Nancy Crowe – the new Crowley North playground looks great. A lot of people are using it.
- Member Steve Hendry – kudos to Dan and Yvonne for their efforts. The parks look great!
- Member Greg Kish – enjoying the park visits. Neighbors have been asking when the programming at the Rec Centers will restart. Yvonne answered that some recreation programming is already engaged, and due to Covid-19 restrictions, some will not be for a while.
- Member Kim Sisco – has reached out to some members of the Rotary and may be able to get some information about the possible time capsule(s) at Memorial park. Will follow up on that.
- Chairman Gene Fitch – pass.

9. Chairman Gene Fitch adjourned the meeting at 7:27 PM with a motion to adjourn by member Nancy Crowe, and a second by Daniel Burdette. It was unanimous by the group.

Minutes respectfully submitted by Paula Vieregge, City of Richardson Parks & Recreation Department

Minutes approved at September 8, 2020, regular meeting:

Gene Fitch, Chairman