

**Minutes**  
**PARKS & RECREATION COMMISSION MEETING**  
**Regular Meeting**  
**Richardson Room, 411 W. Arapaho Rd.**  
**January 12, 2021**  
**6:00 p.m.**

*Member absent: Victor Garza*

*PARD Staff in attendance: Director Lori Smeby, Assistant Director Dan Baker, Assistant Director Yvonne Falgout, Superintendent of Recreation Spencer Doyle, and Administrative Secretary Paula Vieregge*

**Attending Commission Members:**

Gene Fitch, Jr. - Chairman  
Steve Hendry – Vice Chairman  
Nancy Crowe – Member

Glenn Folse - Member  
Gregory Kish - Member  
Kimberly Sisco – Member

1. Chairman Gene Fitch called the meeting to order at 6:00 PM.
2. Approval of Minutes
  - December 15, 2020 minutes were approved unanimously. Member Steve Hendry made a motion to approve and member Nancy Crowe seconded the motion.
3. Presentation
  - City Budget Overview – Assistant Budget Officer Bob Clymire shared some important highlights about the decisions that were made to manage city finances effectively and efficiently to prepare for budgetary impacts during the COVID pandemic in Fiscal Year 2020-2021.
  - Recreation Division Annual Report – Spencer Doyle described some of the adaptations that were made in 2020 to accommodate the Covid-19 needs for social distancing and keeping the centers safe for use. He concluded by explaining the team objectives going forward into 2021, for meeting the recreational needs of the community.
  - Breckinridge Park Strategic Improvement Study – Lori Smeby presented a proposed project prioritization plan developed by studioOutside Landscape Architecture and Barker Rinker Seacat Architecture. The different items being considered: (1) loop trail completion, (2) pedestrian bridge trail connection, (3) playground relocation, (4) signage package, (5) ballpark parking resurfacing and proposed expansion, and (6) erosion control at existing bridge.
4. Discussion Items
  - Bike Advisory Committee – In December, Steve Hendry and Nancy Crowe attended the Bike and Pedestrian Committee meeting regarding bicycle trail progress in Richardson. They shared information about finished projects and future plans. In addition, the City is in the process of developing a bike parking policy.
  - Annual Budget Letter – Chairman Gene Fitch and Lori Smeby spoke to the group about different options for this year's budget letter. After discussing it, the group decided to use a portion of the February meeting to brainstorm some ideas which they will then take home and use the scoring process to determine priorities.
5. Director's Reports
  - Parks/Planning – Dan Baker
    - (1) Memorial park – starting in April. Sourcing cut stone.
    - (2) Lookout Drive Median Enhancements – 99.5% done. Waiting on installation of a handrail. 2 weeks.
    - (3) Sports field renovations – Neighborhood park fields will be aerified, topdressed and verticut. This will level the fields and increase the turf quality. These six parks are scheduled to be revamped: Richland, Heights, Yale, Huffhines, Woodland, and Creek Hollow.
  - Recreation/Athletics/Events – Yvonne Falgout
    - (1) Senior Center renovation – At the February meeting we will have updated information of the renovation. The group would like to schedule a tour of the facility.

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- (2) Daddy/Daughter Valentine Dance – developing a “Sweetheart box” for dad and daughter, and mom and son. And a virtual interactive program.
- (3) National Pie Day – drive through event for the seniors.
- (4) 21% Off January Memberships – it’s a drive to get new members, and to get people back into the recreation centers.

- Administration – Lori Smeby
  - (1) February 1<sup>st</sup>, Lori will go before the City Council to review recommended park propositions. She will then give the presentation at the February Parks Commission meeting.

6. Department Calendar Items

- Next meeting is February 9th

7. Items of interest

- Member Glenn Folse – had a call that there is debris/trash along Duck Creek at Ponderosa.
- Member Steve Hendry – pass.
- Member Nancy Crowe – very excited about the Park Vista completion.
- Member Kim Sisco – concerned about an increase in transient traffic and the high amount of residual garbage in Woodhaven, Point North, and Heights parks.
- Member Greg Kish- pass.
- Chairman Gene Fitch – really loved the shoebox parade idea and shared it with his staff. Will be stealing the idea for UTD’s homecoming parade.
- Council liaison Steve Mitchell – Council is discussing upcoming bond package. Even though he’s term limited, he will continue to advocate for the parks.

- 8. Chairman Gene Fitch adjourned the meeting at 8:03 PM with a motion to adjourn by member Glenn Folse, and a second by Kim Sisco. It was unanimous by the group.

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

Minutes approved at February 9, 2021, regular meeting:

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Gene Fitch, Chairman