

**Minutes**  
**PARK & RECREATION COMMISSION MEETING**  
**Regular Meeting**  
**City Hall, 411 W. Arapaho Rd.**  
**City Manager's Conference Room, 202**  
**September 13, 2016**  
**6:00 PM**

*Member Absent: Pam Krause*

*PARC Staff in attendance: Lori Smeby, Dan Baker, Yvonne Falgout, Sarah Patton, Kurt Beilharz*  
*City Staff in attendance: Assistant to the City Manager, Taylor Lough*

**Attending Commission Members:**

Jeremy Thomason – Chairman	Gene Fitch, Jr. - Vice Chairman
Susan Fischer - Member	Jim Bailey - Member
Victor Garza - Member	Kevin Williams - Member
Jeanne Hooker - Member	Daniel Burdette - Member

**Visitors:** Elspeth Nelson

1. Chairman Jeremy Thomason declared a quorum and called the meeting to order at 6:03 p.m.
2. Chairman Jeremy Thomason acknowledged a visitor in attendance. Elspeth Nelson introduced herself and shared that she came to observe the meeting out of an interest of volunteering in Richardson. Mr. Thomason expressed appreciation for Mrs. Nelson's desire to be involved in the community.
3. Pending one correction, the minutes from the June 14, 2016 regular meeting were approved on a motion from Vice Chairman Gene Fitch, Jr. and seconded by member Jeanne Hooker.
4. Update Parks and Recreation Commission Ordinance
  - Director Lori Smeby asked Parks and Recreation Commission members to consider updates to the Parks and Recreation Commission Ordinances. Members provided feedback on proposed updates and were in agreement updates should be made. Mrs. Smeby will work on a draft of the updates for the approval of members at the October meeting.
5. Environmental Initiative Presentation.
  - Assistant to the City Manager Taylor Lough gave a presentation about a new environment initiative in Richardson. In working to achieve City Council goals, a new partnership initiative has been established to more efficiently connect volunteers with staff members and topics they are most passionate about. The focus will be on three specific areas: Richardson Plants, Richardson Conserves, and Richardson Informs. More information, including a new website for the initiative, will be coming soon.
6. CityLine Park & Collins Park Presentation - Kurt Beilharz

**Minutes**

**Park and Recreation Commission Meeting**

**September 13, 2016 – Regular Meeting**

**Page 2**

- Superintendent of Park Planning Kurt Beilharz gave a presentation about the newest Richardson Parks: CityLine Park & Collins Park. Mr. Beilharz identified the locations of each park and provided insight into the unique features each facility possesses. CityLine Park is complete and will officially be dedicated on September 17 and Collins Park is substantially complete with an anticipated dedication event in late fall.

**7. Chairman's Report**

- Chairman Jeremy Thomason led a discussion about recent visits to Parks and Recreation facilities. Members provided feedback based on recent visits to Breckinridge Park, Cottonwood Park, Heights Recreation Center & Family Aquatics Center, Heights Park, and Huffhines Park.
- Parks and Recreation Commission members briefly discussed goals of the commission including participation in upcoming public meetings and community events.
- The Parks and Recreation Commission will participate in an annual tour of facilities in October as part of the regular meeting. Members agreed that visiting neighborhood pools will be beneficial to identify the improvements necessary. The tour will take place at 5:00 p.m. on October 13 followed by a brief meeting at City Hall.

**8. Parks & Recreation Director's Report**

**A) Bond Update**

- Director Lori Smeby reported that there are not currently any major bond updates. Mrs. Smeby also reported that the Parks and Recreation Department is working to update some pool houses before the next aquatics season.

**B) Capital Projects**

- Assistant Director Dan Baker provided an update on capital projects. Mr. Baker explained that staff has met with a consultant to work on design updates of neighborhood pool buildings. As Superintendent Kurt Beilharz previously mentioned, CityLine Park and Collins Park are both completed. University Trail is currently under TXDOT review and the City is currently waiting on updates. CityLine East is a partnership deal with KDC, the developers of CityLine, and City staff is working as advisors to the park. With the guidance of City Council, staff has filed paperwork with Dallas County to improve Duck Creek Trail and anticipates a great addition to the City trail system.

**9. Parks & Recreation Commission Round Table of Community Interest Items**

- Member Victor Garza shared positive feedback from the recent improvements to Lookout Park. Mr. Garza said that the nearby residents are thoroughly enjoying the park and families are spending more time outside together as a result.
- Member Jeanne Hooker stated that Prairie Creek Park continues to get a lot of use and has recently noticed more people enjoying Custer Park after the playground renovation that happened.

**Minutes**  
**Park and Recreation Commission Meeting**  
**September 13, 2016 – Regular Meeting**  
**Page 3**

- Member Susan Fischer asked for volunteers to serve as judges for the Christmas Parade which will take place on December 3. Members Jeanne Hooker, Jim Bailey, Kevin Williams, and Gene Fitch, Jr. volunteered to be judges for the parade.
- Member Daniel Burdette discussed an e-mail that he received from a concerned resident after being worried that Canyon Creek Pool may close. Chairman Jeremy Thomason was happy to report that there are no plans to close the facility and the Parks and Recreation Commission members look forward to many more years of memories being created at Canyon Creek Pool.

10. Department Calendar Items

- Director Lori Smeby reminded Parks and Recreation Commission members of the upcoming public meeting to discuss the Parks, Recreation and Open Space Master Plan on Thursday, September 15.

11. Adjourn

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

Minutes approved at the October 11, 2016 regular meeting:

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