

**Minutes**  
**PARK & RECREATION COMMISSION MEETING**  
**Regular Meeting**  
**City Hall, 411 W. Arapaho Rd.**  
**City Manager's Conference Room, 202**  
**April 10, 2018**  
**6:00 p.m.**

*Members absent: Victor Garza*

*PARD Staff in attendance: Director Lori Smeby, Assistant Director Dan Baker, Assistant Director Yvonne Falgout, Superintendent of Community Events, Serri Ayers and Administrative Secretary Paula Vieregge*

**Attending Commission Members:**

Jeremy Thomason – Chairman	Kevin Williams – Member 6:09PM
Gene Fitch – Vice Chairman	Jeanne Hooker – Member
Daniel Burdette – Member 6:04PM	Steve Hendry – Member
Pam Krause – Member	Amy Baker – Member

1. Chairman Jeremy Thomason called the meeting to order at 6:02 PM.
2. No visitors
3. Approval of Minutes
  - March 20, 2018 minutes were approved unanimously with no changes; member Gene Fitch made a motion to approve & member Pam Krause 2<sup>nd</sup> the motion.
4. Presentation
  - Community Events Division Overview Report by Superintendent, Serri Ayers.
5. Discussion Items
  - Photography in Parks – Director Lori Smeby shared the “Picture Perfect” educational approach, for reaching out to professional and amateur photographers, regarding protocol for using the park areas. A draft document, for potential signage, was passed around for the group’s review. The signs will be placed in Prairie Creek, Duck Creek, Cottonwood and Breckinridge parks.
  - Breckinridge Park Trail – Members Kevin Williams and Daniel Burdette presented a report, of their observations, on the trail conditions. Member Pam Krause acknowledged this as the last of the park & trail visits. Chairman Jeremy Thomason wants to have a discussion, to brief the new members, on what has been done, and begin to talk about the next phase of park & trail visits.
  - Annual Budget Letter - The group discussed some of the changes that have been made. Small modifications were suggested and reviewed. Chairman Jeremy Thomason will finalize, sign and have it distributed to the group.
6. Project Updates
  - University Trail, Phase II - Assistant Director Dan Baker – production, on this project, has begun.
  - Lookout Park – Assistant Director Dan Baker – plans for a new parking lot, in the works, to resolve parking issues, along roadway.
  - Renner Medians, Phase II – Assistant Director Dan Baker – work is complete, between Custer and Alma; preliminary work is being done for area between Alma and US-75. Work to begin in June.

7. Director's Report

- Early Childhood Preschool Program – Assistant Director Yvonne Falgout – scheduled to begin new program in mid-May, 2018. Director, Lori Smeby commended Yvonne and her group, on their efforts, in communicating to the citizens.
- Critical maintenance program on parks – Director Lori Smeby spoke on the in-house assessment of park assets, to develop a plan for maintenance needs.
- Richardson Environmental Action League – presented a check to Richardson City Council, enabling PARD to add two new water fountains, with dog bowls, at Spring Creek Nature Area. Remaining money will go toward the Memorial Bench program.
- Inclusive Playground – update, on funding, for this park, including the B.B. Owen Trust and the RISD grassroots “Forty-seven Nickels” campaign. Next steps will be the public input process.
- Neighborhood Signs Notification – notifying neighborhood groups, to remove all signage, including flag programs. PARD will work with groups regarding appropriate locations for signs.
- Aquatic Staffing – Assistant Director Yvonne Falgout - gave update on summer staffing. Ahead of schedule this year. Member Pam Krause positively recognized the quantity and diversity, of summer programming offered.

8. Department Calendar Items

- Chairman Jeremy Thomason encouraged the group to start thinking about what kind of park tour they will want to go on, in September.

9. Items of interest

- Member Steve Hendry - excited about upcoming Cottonwood & Wildflower Festival events.
- Member Pam Krause - questioned Director Lori Smeby, about the A950 & A1000 city ordinances, regarding the PARD review of play equipment, in new apartment complex construction.
- Member Kevin Williams - mentioned a TRAPS program, which gets communities involved in raising money for their city's PARD. Also asked a question regarding bike share retrievals. Who is responsible for picking up the abandoned bikes? Director Lori Smeby offered to add this topic to an upcoming agenda.
- Member Amy Baker - thanked the group, and is excited about Wildflower.
- Vice Chairman Gene Fitch - his HOA is concerned that all parks don't have hand wash basins. They also wanted to know why there is not a dog park, on the west side of the city. Mimosa Park, why are restrooms not convenient to playground & tennis courts? Final question, why the height requirements, at pool slides, are different for general use & birthday party rental?
- Chairman Jeremy Thomason, conveyed appreciation, from Canyon Creek HOA, regarding the Picture Perfect campaign. The HOA has discussed buying & installing a large version of the Lone Star Legacy Park Award. Assistant Director Dan Baker offered that Legacy Award medallions will be placed in Prairie Creek Park.

10. Chairman Jeremy Thomason called the meeting adjourned at 7:35 PM.

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

Minutes approved at June 12, 2018, regular meeting:

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Jeremy Thomason, Chairman