

**Minutes**  
**PARK & RECREATION COMMISSION MEETING**  
**Regular Meeting**  
**City Hall, 411 W. Arapaho Rd.**  
**City Manager's Conference Room, 202**  
**January 14, 2020**  
**6:00 p.m.**

*Member absent: Drew Hayes*

*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	Glenn Folse – Member
Steve Hendry – Vice Chairman	Greg Kish – Member
Daniel Burdette – Member	Nancy Crowe - Member
Victor Garza – Member	Kimberly Sisco - Member

1. Chairman Gene Fitch called the meeting to order at 6:00 PM.
2. Visitor – none
3. New Staff Introductions – Recreation Coordinator, Channing Montgomery introduced himself to the group.
4. Approval of Minutes
  - November 12, 2019 minutes were approved unanimously. Member Daniel Burdette made a motion to approve & vice chairman Steve Hendry seconded the motion.
5. Presentations
  - City Budget Overview presented by Budget Officer Gary Beane. Councilman Steve Mitchell added additional information to the presentation.
  - Recreation Division Report presented by Superintendent of Recreation Spencer Doyle.
6. Discussion Items
  - Annual Budget Letter – Chairman Gene Fitch gave a brief explanation of the budget letter, then the group did an ideation brainstorming exercise.
  - Park Visits – Chairman Gene Fitch asked the group if they would like to re-do the park visits. The group decided unanimously to do it. A request for a volunteer coordinator was made.
  - Bike Advisory Committee Update presented by members Nancy Crowe and Steve Hendry.
7. Director's Reports
  - Memorial Park Upgrade – Dan Baker – working in-house on a facelift renovation and new landscaping design.
  - Duck Creek Trail – Dan Baker – officially broke ground in early January.
  - Portal Steps – Dan Baker – in process of creating different solutions to bring attention to the steps at Routh Creek & Renner Rd. Concerns have been raised that they are not visible enough at dusk.
  - Facility Asset Deep Dive Update – Dan Baker – parks team is working on the current yearly assessment of different areas which will help to create a budget request list.
  - 60<sup>th</sup> Anniversary Overview – Yvonne Falgout – gave the group an overview of the month-long Parks and Recreation celebration activities.
  - Senior Center 2<sup>nd</sup> Quarterly Meeting – Lori Smeby – topics covered the senior center renovation project at 90% construction documents and relocation strategies. Senior Planner Keith Krum came and spoke about the census, and why it is important.
  - Terrace Park – met with a group, at the park, to discuss a potential site for new recreational pickleball courts; one on the east side and one on the west side of Richardson.

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- Crowley Park Lift Station – Dan Baker – will get update information from Capital Projects regarding the progression of this project, for the next meeting.

8. Department Calendar Items

- State of the City Address – January 29, 6:30 p.m., Charles W. Eisemann Center
- Blue Zones Breakfast – January 29, 7:30 a.m., Civic Center
- Daddy Daughter Dance – February 7, Grand Hall
- Photo Contest – 3<sup>rd</sup> floor of the library

9. Items of interest

- Member Daniel Burdette – Kudos to Lori on the presentation regarding 60<sup>th</sup> anniversary.
- Member Victor Garza – Had a great time at Santa’s Village.
- Member Kim Sisco – Good job to Shohn for being Santa in the parade.
- Member Greg Kish – Thanks for Santa’s Village. Loving the parks in this great weather.
- Member Glenn Folse – Impressed by how the crew put up and take down Santa’s Village.
- Member Nancy Crowe – Cottonwood park looks great with the new trees.
- Vice Chairman Steve Hendry – Santa’s Village was great!
- Chairman Gene Fitch – Reminder to attend the State of the City Address.

10. Motion to adjourn the meeting by Daniel Burdette and second by Nancy Crowe, voted unanimously. Chairman Gene Fitch adjourned the meeting at 8:35 PM.

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

Minutes approved at February 11, 2020, regular meeting:

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Gene Fitch, Chairman