

City of Carrollton
PARKS AND RECREATION BOARD
October 25, 2021 Minutes

Members Present:	Members Absent:	Staff Present:
Nancy Stallings		Scott Whitaker, PARD Director
Gerald Blase		Kim Bybee, Parks Mgr.
Suzanna Dooling		Heather Smith, Recreation Mgr.
Chad Averett		Kara Dickson, Admin Specialist
Willadean Martin		
Andrea Macaluso		Park Board Liaison Present:
DeWayne Tallmon		
Megan Monds		
David Taylor		

- **CALL MEETING TO ORDER** – Andrea Macaluso called the meeting to order at 6:30pm.
- **VISITORS** – None
- **APPROVALS OF MEETING MINUTES** - Minutes from **August 23, 2021**, were motioned for approval by Suzanna Dooling and 2nd for approval was given by Gerald Blase. All members for approval.
- **CAMP WONDER SUMMARY**
 - Heather Smith provided a Camp Wonder 2021 Overview presentation. Heather explained the Standards of Care compliance and reporting requirements. The Camp overview provided details on the camp attendance, schedule, and activities. Willadean Martin asked for additional details about the oversight by City Council. Heather Smith explained the state requirements and Standards of Care that Camp Wonder is required to follow. Staff will be submitting 2022 Standards of Care to Parks Board in February for approval to take on to City Council approval.
- **REPORT CARD UPDATE**
 - Kim Bybee provided an update on the status of report card. Committees are currently scheduling and reviewing Parks & Recreation amenities. Staff will be compiling and presenting the results at a future Parks Board meeting.
- **CAPITAL IMPROVEMENT PROJECT DISCUSSION**
 - Scott Whitaker explained that staff are currently working on project details to present projects to CIPAC. Staff will work with Engineering to get general pricing and scheduling for proposed projects. CIPAC will make recommendations to City Council and Council will work through the projects and make final

decisions by Spring for a November Bond Election. Nancy Stallings asked when the last Bond Election took place. Scott Whitaker gave details on the last bond election and discussed future work for updates at Crosby Rec Center from the last bond election. He explained staff has been waiting for the development of properties around Crosby to help determine what updates would best fit the community around Crosby Recreation Center. Andrea Macaluso asked about the history of the previous apartment complexes that were located next to Crosby and if the last apartment complex would remain. He gave additional details on properties that were purchased by the City and what developments are coming soon. Additional projects coming from the last bond election will be the McInnish parking lots and replacing concession/ restroom buildings. Suzanne Dooling asked about the area back in R.E. Good that has flooded in the past. Staff has cleaned up the area and the playground and surface were replaced about 3 months ago.

○ **CITIZEN SURVEY FEEDBACK**

- Scott Whitaker explained that staff worked with a UNT business professor to complete a citizen's survey as part of a business class project. The preliminary results have been provided. Scott Whitaker shared some of the findings on parks, facilities, and trails. The final results will be provided later this Spring as UNT students complete the class project. Andrea Macaluso asked about response rate. Approximately 13,000 emails were sent out along with social media posts with a approximately 800 completed surveys. Willadean Martin asked how often we do a survey. Surveys are not often conducted. The last one was a mail out survey and public hearings when conducting a Master Plan. Smaller surveys are conducted after programs and classes are completed. Willadean Martin asked if staff feels the pandemic helped us with the program participation. Scott Whitaker felt that the pandemic has increased usage of the parks and trails and outdoor courts.

○ **UPCOMING EVENTS/STAFF REPORTS**

○ **Kim Bybee**

- The Splash parks closed for the season on October 15 and needed maintenance and leak repairs are underway.
- The Josey Ranch Pocket Prairie plantings are done. There was a great turnout of volunteers on planting day. Staff is still adding plantings. Signs will be added to identify plants.
- Oak Creek Tennis Courts are getting repainted from the project last year. Staff wasn't happy with the initial completed work so the company has come back to do some repainting.
- Staff is working with an architect on a design for the Mary Heads Carter Park Pavilion and restroom renovations. Nancy Stallings asked if the pavilion will be bigger. Kim Bybee explained that the footprint of the pavilion will not be bigger. The pavilion will be more covered to protect from the rain and the sun. Staff is hoping to have construction done during the winter. Scott Whitaker mentioned that availability and cost of supplies has been a challenge.

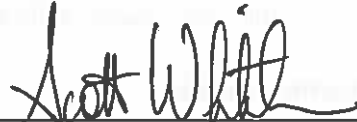
- Going to City Council this week to get approval to add synthetic turf to three playgrounds. There are 29 playgrounds in our parks system. Of those 29 playgrounds, 18 playgrounds have been converted to synthetic turf in 6 years. Some of those conversions also included replacing playground equipment as well. 6 wood fiber playgrounds are left, 3 of them will remain wood fiber due to flooding concerns.
- Staff is working on the winter project list. Council approved additional landscape funds to replace all the Hawthorne bushes on City properties that died. Staff will be removing and replacing the bushes this winter.
- CAPRA certification has started with a kickoff lunch. Everyone is working on their standards. This will be an 18-to-24-month process.
- **Heather Smith**
 - Bags to Benches program was a great success. Staff has collected 600 pounds of plastic to get a free park bench in just one month. The program allows for only one bench every six months, so staff must decide what to do with the plastic we received after reaching the 600 pounds. Staff will start the program again later this spring to get a second bench.
 - Ghosttown, If You Dare! is happening on Saturday this weekend in Historic Downtown Carrollton. The event includes a ghost scavenger hunt. Suzanne Dooling asked if there is a need for volunteers for the event. Suzanne asked about barriers at events and if there is a way to include the businesses. Heather explained that staff have approached and met with business owner to invite them to participate in the events. Staff tried to work with businesses to help them promote their businesses at the events.
 - Santa on the Square has been switched to more of a nighttime event to include a tree lighting ceremony.
 - Past years Old Fashioned Christmas was held at the Perry. This year the event is called Christmas at the Perry and it has also been changed a little. There will be tours available throughout the month of December that can be registered for. The house, barn, gazebo and trees have all been lit up. There will also be little Christmas huts to view throughout the park that will show scenes from Christmas in the early 1900's.
 - World of Foodies had great weather. It was difficult to get food vendors due to the pandemic, so the event didn't have as many vendors, but the event still turned out well.
 - Staff has been very busy with all the events this fall and winter.
 - Staff is planning to expand to an E-Sports lounge potentially by the end of the year at Crosby Recreation Center.
 - A outdoor patio has been added at the Senior Center.
 - The recreation centers are all undergoing interior painting.
 - Fitness equipment is getting replaced at Crosby this fall.
 - Staff is also applying for a grant for a Teen Explorers program. Every month teens will come and learn a new outdoor skill such as camping, fishing, kayaking, etc. with the hopes of taking field trips to the state parks. The grant will help purchase supplies and pay for trips.

- Willadean Martin mentioned that the Saturday On The Square Painting event was great!
- **ADJOURNMENT-** Motion to adjourn was made by Chad Averett and seconded by Willadean Martin. The vote was unanimous with nine for. Andrea Macaluso adjourned the meeting at 7:26 pm. The next meeting will be on Monday, December 6.

Respectfully Submitted,



Andrea Macaluso
Chairperson



Scott Whitaker
Parks & Recreation Director