

City of Carrollton
PARKS AND RECREATION BOARD
December 6, 2021 Minutes

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

- **CALL MEETING TO ORDER** – Andrea Macaluso called the meeting to order at 6:30pm.
- **VISITORS** – Carrie Stovall – Parks Board Alternate
- **APPROVALS OF MEETING MINUTES** - Minutes from **October 25, 2021** were motioned for approval by Gerald Blase and 2nd for approval was given by DeWayne Tallmon. All members for approval.
- **CAMP WONDER STANDARDS OF CARE RECOMMENDATION**
 - Heather Smith presented 2022 Standards of Care to Parks Board for approval. Heather Smith explained what the Standards of Care is and why it is necessary for Camp Wonder. Chad Averett motioned to approve the 2022 Standards of Care and 2nd for approval was given by Suzanne Dooling. All in favor to present to City Council for final approval.
- **REPORT CARD UPDATE**
 - Kim Bybee provided an update on the status of report card. Staff is almost done with compiling the grades for each section. Staff will present the report card results at the February Parks Board meeting. Kim Bybee provided a presentation showing the report card results of the completed playground section of the report card. 18 out of the 29 playgrounds in Carrollton, have been updated. Updates have ranged from replacing all equipment and surface to updating surfaces. The goal is to improve grades over time as we go through the report card process. The report card process helps staff prioritize work as funds become available.
- **CAPITAL IMPROVEMENT PROJECT DISCUSSION**
 - Scott Whitaker provided information on the November 2022 bond election and the upcoming presentation to CIPAC. He explained how projects are considered City-wide and how staff looks at projects within the department and how the

projects are paid. Scott also covered some of the projects that were completed with the last bond election, such as the Rosemeade Rainforest pool remodel and the Indian Creek Golf Club Lakes course renovation. Upcoming projects include Rosemeade Rec Center expansion and McInnish parking lot and restroom/concession stand remodels.

- Scott Whitaker presented the high priority projects that have been approved to move forward from the Executive Team to CIPAC. Projects included are an indoor walking track, A.W. Perry Museum barn renovation, dog park in or around downtown, expansion of courts at Oak Creek Tennis Center along with adding parking and enlarging the club house and adding additional trails. Converting to synthetic turf on some of the ball fields, specifically, field 16 and additional pickleball courts are being considered by staff. Staff is also evaluating the T.C. Rice property for potential use as a natural area with multiple outdoor activities and amenities. An aerial park is another consideration for the area. Once the projects are presented to CIPAC, CIPAC will prioritize what goes on to City Council and City Council will decide what to present to the voters for the Bond Election. David Taylor inquired on the location of the T.C. Rice property boundaries near the old LaHacienda restaurant. Suzanne Dooling asked about the Trail Master Plan and how it was included in the Bond Election. Scott explained how the Trail Master Plan will help to develop the next phase of the trail projects so staff can decide what projects will be the most impactful and how the timing will work with other cities and developing projects as well as potential grant opportunities. Suzanne also asked if Parks Board members will have input to setting project priorities. Scott Whitaker explained staff took input from staff and citizen surveys and staff will prioritize and Parks Board members will provide input to help staff rank once engineering starts to price the projects.

○ **UPCOMING EVENTS/STAFF REPORTS**

○ **Kim Bybee**

- Playground updates – Thomas playground and surface replacement is complete. Synthetic turf upgrades to Oak Creek, Timber Creek and Del Santer playgrounds are complete.
- Staff is working with Dunaway Associates to finalize the Trail Master Plan this month to present to City Council in January.
- The dump bucket has been taken down and is being rebuilt at the Rosemeade Rainforest. The original dump bucket was built in 2007 so the plumbing pipes were past their age and needed to be replaced.
- The Mary Heads Carter Pavilion and restroom improvements are going out for bid in early January with construction beginning in February for it to be available for use late spring, early summer.
- Replacement lights have been ordered for Woodlake Tennis Courts and court resurfacing is scheduled to take place after the light installation, weather permitting.

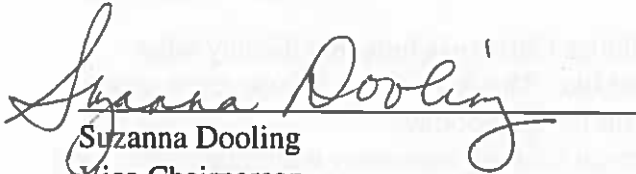
- It is currently tournament season; but soccer tournaments will start winding down after this weekend.
- Mowing has stopped for the winter and staff have focused on tree trimming and replacing the Indian Hawthorne bushes throughout the city that did not survive the freeze last February.
- Landscaping at the Courts Building has been completely redone and should be finished this week. The landscaping crew has done an amazing job!

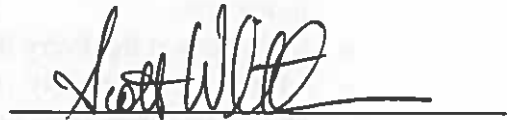
- **Heather Smith**
 - All the recreation centers have been decorated for the holiday and events are going well.
 - Christmas at the Perry this year includes Christmas huts that display what Christmas in the early 1900's looked like. The A.W. Perry House, barn, gazebo and surrounding trees were also lit up for the holidays.
 - Santa on the Square was switched to an evening ceremony which included a tree lighting ceremony and a drone light show. The drone show was well received by the crowd.
 - The last Saturday on the Square this year is this Saturday and is a Christmas gift wrapping opportunity.
 - Each of our facilities is undergoing some small renovations and updates. All three facilities have been repainted. The Cotton Belt and Sante Fe rooms at Crosby Rec are getting metal paneling on the walls to keep the walls cleaner and looking nice, and new fitness equipment has been installed. At Rosemeade Rec, the preschool room has been completely renovated and transition to a rental space. The Senior Center has gone through many small updates this past year as well.
 - For the past 6 months, staff have been including a sensory friendly tent at our events. The tent is an opportunity for individuals with special needs be able to get away and be in a calming setting. This addition has been very well received.
 - Staff is looking forward to the addition of Esports. There are plans to renovate a room at Crosby Rec for the program. Staff is currently working out some contractual logistics to begin working with a professional Esports team to help with equipment, renovations and programming.
 - Ramiro Caballero has been promoted to the Arts Coordinator.
 - Adult Athletics Coordinator position is open and will be posted soon.
 - Oak Creek Tennis Center participation has tripled over the past summer. The satellite courts are getting more use.
 - Advagym is a new addition to our fitness equipment. The machines connect with an app to track your progress. Carrollton is the first Parks & Recreation department in Texas to utilize Advagym.

- **Scott Whitaker**
 - Indian Creek Golf Club is doing well since undergoing the Lakes course renovations and being closed for COVID. Revenues in 2019 were at 1.9 million to 2.1 in 2020 during the pandemic to 2021 which revenue was 4.1 million dollars. The course is generating revenue.

- Kara is doing a lot of work and collaborating with Marketing on our website updates and transitioning to the new website.
- **ADJOURNMENT-** Motion to adjourn was made by DeWayne Tallmon and seconded by David Taylor. The vote was unanimous with nine for. Andrea Macaluso adjourned the meeting at 7:14 pm. The next meeting will be on Monday, February 28.

Respectfully Submitted,


Suzanna Dooling
Vice Chairperson


Scott Whitaker
Parks & Recreation Director