

City of Carrollton
PARKS AND RECREATION BOARD
February 28, 2022 Minutes

Members Present:	Members Absent:	Staff Present:
Andrea Macaluso		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		
Nancy Stallings		

- **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 **December 6, 2021** were motioned for approval by Gerald Blase and 2nd for approval was given by Suzanna Dooling. All members for approval.
- **DISCUSSION AND RECOMMENDATION FOR PARKS BOARD VICE CHAIRPERSON**
 - Nancy Stallings nominated Suzanna Dooling for Parks Board Vice Chairperson and Gerald Blase seconded the motion. All were in favor of electing Suzanna Dooling as Parks Board Vice Chairperson.
- **DISCUSSION AND RECOMMENDATION FOR CIPAC REPRESENTATIVE**
 - DeWayne Tallmon nominated Suzanna Dooling for CIPAC representative, and Meghan Monds seconded the motion. All were in favor of electing Suzanna Dooling as the Parks Board CIPAC representative.
- **YOUTH SPORTS DISCUSSION**
 - Scott Whitaker provided a short North Texas Cricket Association presentation and explanation of the history of youth sports organizations in Carrollton. City ordinances that govern how the City recognizes youth sports nonprofit organizations, as well as, how they get certain benefits. Staff works with adult cricket groups and renting cricket fields. A cricket youth program has been started by North Texas Cricket Association. With the creation of a youth program in 2021, North Texas Cricket Association has requested that they be recognized as a youth sports organization with the City. In 2021, North Texas Cricket Association

started offering U11, U13, and U16 cricket programs. Scott Whitaker provided additional details on the two fields that the adult cricket groups currently rent as well as general details on cricket and the North Texas Cricket Association. North Texas Cricket Association has provided a proposal for consideration. Staff will be conducting additional benchmarking/research into their proposal and the potential affect it will have on Carrollton and the other organizations. Staff will provide their findings at the next Parks Board meeting.

- Nancy Stallings was in favor of considering the North Texas Cricket Association further.
- Kim Bybee explained that the area used for cricket is consistently rented.
- Suzanna Dooling asked about investing on field improvements and if it would have a return of investment by renting.
- Andrea Macaluso asked about the condition of the field. Kim Bybee explained that the field is in the flood plain and a flood plain study would have to be done before working on the field.
- Scott Whitaker explained that other recreation program numbers are dropping so other fields maybe able to convert other fields if the numbers grow. Additionally, he explained that staff will bring this back to you for further consideration once additional information can be provided.
- All members are in favor of waiting for additional information before making a recommendation.

○ **REPORT CARD UPDATE**

- Kim Bybee provided information on the previous and current report cards. She explained what properties and amenities were graded throughout the Parks & Recreation and how the grades have changed as improvements have been made. In 2018, additional amenities were added based on work that had been done or was in progress. Each report card has had more added. The report card has helped staff track where to focus the budget and efforts to be more effective in keeping properties updated. Scott Whitaker explained how staff uses the report card in determining what projects are most critical. This tool also helps staff to budget and plan for future projects. The Parks & Recreation report card gets included in the city-wide report card for consideration during the bond election.
- Suzanna Dooling asked about clarification on the report cards.

○ **T.C. RICE NATURE AREA DISCUSSION**

- Scott Whitaker gave a PowerPoint presentation on the T.C. Rice Preliminary Master Plan and conceptual plan for the 260-acre property. The conceptual plan included multiple areas, which included an area for nature play and outdoor learning, adventure trails, activity meadows, Oxbow Island, an exploration loop with scenic overlooks for bird watching and a preserve. The PowerPoint provided visual details on the current state of the property as well as the preliminary concepts for the nature park. Scott Whitaker provided the history and details on the current location and how staff has determined how this property can be best used. This is the initial phase of the project; staff will need to determine how the project is phased in.

- Nancy Stallings asked if the nature area would connect with existing trails. Scott Whitaker explained the nature area will connect with a regional trail system that runs from Denton to Dallas with a portion of the trail running along the river through this property.
- Nancy Stallings asked how it compares with Arbor Hills. Scott Whitaker explained that Arbor Hills isn't a comparison. Arbor Hills has a public restroom, playgrounds and more of an active setting. This property will be more passive. Staff will have to be creative with lighting with possibly solar power and using temporary restrooms that can be removed in case of flooding.
- Stephanie Valadez asked what parking options are going to be offered. Scott Whitaker provided details from the presentation showing what the parking plan is currently. Staff will still need to consider other options for additional parking.
- Andrea Macaluso asked about the possibility of ziplining. A feasibility study was conducted, and it was determined that a ropes course would be a better business decision over zip lining. Heather Smith explained that the study showed that a ropes course also offers potential for more return trip visits where a zip line doesn't have as much potential for return visits.
- Pat Cochran asked if staff has approached DART about having a platform at the nature center. Scott Whitaker explained that staff has not approached them yet. The current concern is letting them have access to the easement that is part of the property right now.
- Nancy Stalling asked if parking at Indian Creek Golf Club parking could be used for Nature Center visitors. Scott Whitaker explained that all ideas are being considered right now but the golf club is frequently busy so parking could be limited there.

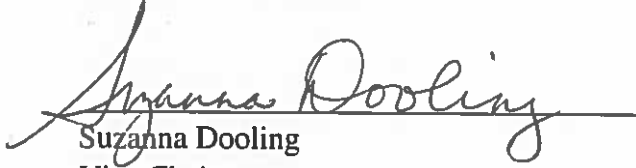
○ **UPCOMING EVENTS/STAFF REPORTS**

○ **Heather Smith**

- Run for Rover was this past weekend. 113 members registered but due to cold weather conditions about 100 participants ran. There were a few that signed up the day of. Final numbers have not been determined yet.
- TEXFest is this Saturday. There will be craft beer and food vendors, Texas sized games and live music.
- The following Saturday is Saturday on the Square. Raya and the Last Dragon will be showing.
- In April, Saturday on the Square will be Marvel Trivia Night in partnership with 3 Nations Brewery.
- May the 4th is another event in May. There will be virtual goggles and a 365 video booth.
- March 16 is our Special Needs Spring Bash at Josey Ranch Field #6.
- The Wildflower Watch is starting in April.
- Currently interviewing for a part-time trip coordinator and a Senior Center Supervisor.

- An RFP has been advertised for the Oak Creek Tennis Center management contract that is up for renewal. We have four companies interested. Staff will be going to council for approval of management company agenda approval on March 22.
- An RFP has also been advertised for Esports. Staff is planning to renovate the Elm Fork room into a Esports arena with 20 gaming stations and a viewing lounge with class and program offerings and open play. Staff will be going to council for agenda approval on March 22.
- Parks & Recreation received the 2021 TRAPS Administrative/Management Excellence award for management of the winter shelter during the winter storm the previous winter.
- **Kim Bybee**
 - The supervisor position has been filled so the Parks management team is now complete. There are still multiple openings for maintenance workers, craft technicians which has become a challenge.
 - Mowing is about to start up with a new mowing contractor. The current mowing contractor was not able to fulfill their contract with Carrollton due to staffing shortages.
 - Fields are starting to get busy.
 - The final draft of Trail Master Plan is going to City Council on March 22.
 - Mary Heads Carter Park pavilion roof has been removed and is being rebuilt and the restrooms are also getting a face lift. Staff is expecting the project to be complete late April.
 - Consultants will be presenting concept designs for Woodlake Pond to City Council. The concept designs will include activities such as kayak launch, food truck area and various other amenities. Staff will bring provide updates to Parks Board as the project progresses.
 - In the downtown on the west side of the square, the boardwalk is getting removed and stamped concrete will be installed.
 - The Carrollton Critters have arrived! The figures will be installed in Downtown, and they will be unveiled on Saturday on the Square on April 9. Kim Bybee provided details on how the scavenger hunt project started and evolved to where it is now. Eventually, their may be books and other items to go along with the scavenger hunt.
- **Scott Whitaker**
 - Wednesday is the State of the City event. The mayor will share what is going on in Carrollton. City departments will have tables and the winners of the city awards will also be announced.
- **ADJOURNMENT-** Motion to adjourn was made by Chad Averett and seconded by DeWayne Tallmon. The vote was unanimous with nine for. Andrea Macaluso adjourned the meeting at 7:49 pm. The next meeting will be on Monday, April 25.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Suzanna Dooling", written over a horizontal line.

Suzanna Dooling
Vice Chairperson

A handwritten signature in cursive script, reading "Scott Whitaker", written over a horizontal line.

Scott Whitaker
Parks & Recreation Director

