

**City of Carrollton**  
**PARKS AND RECREATION BOARD**  
**August 28, 2023 Minutes**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff Present:</b>
Carrie Stovall	Stephanie Valadez	Scott Whitaker, Parks & Rec Director.
Nancy Stallings	Gerald Blase	Kim Bybee, Parks Mgr.
Chad Averett		Heather Smith, Recreation Mgr.
Andrea Macaluso		Maria Inciarte, Admin Specialist.
Megan Monds		Emma Bailey, Events Supervisor
David Taylor		<b>Park Board Liaison Present:</b>
Suzanna Dooling		

- **CALL MEETING TO ORDER** – Andrea Macaluso called the meeting to order at 6:34pm.
- **APPROVALS OF MEETING MINUTES** - Minutes from **April 24, 2023**, were motioned for approval by Suzanna Dooling, and 2<sup>nd</sup> for approval was given by Carrie Stovall. All members for approval.
- **AQUATICS UPDATES**
  - Kim provided an update on Rosemeade Rainforest summer operations. Rainforest is approaching its final weekend of operation, sharing statistics and insights. Comparing this year's attendance numbers to the previous year, we are not far off and anticipate exceeding the previous year's figures during the upcoming Labor Day weekend. Revenue goals have been consistently met and exceeded, with a possibility of increasing next year's targets based on the last two years' revenue history. Swim lesson capacity reached 85%, slightly lower than in 2018 due to reduced space and hours after the pool's renovation.
  - Rosemeade Rainforest has embraced technological improvements, including new sand filters and chemical control systems, enhancing efficiency in water management. Remote access and alerts enhance monitoring and adjustment capabilities. This also includes hydro apps that enable real-time data recording, replacing manual methods, improving efficiency, and data management.
  - Kim also covered an incident that happened on Saturday, August 26 during a private party where a young girl experienced difficulties in the activity pool and quickly became an active drowning victim. By the time lifeguards reached the victim and extricated her from the pool, she was unresponsive, however, the lifeguards responded promptly, performed CPR, and after the second round, the victim regained consciousness. The lifeguards' efforts are set to be recognized for their skills and calm under pressure. Overall, the Rosemead rainforest had a

successful summer season, addressing challenges while maintaining safety and satisfaction.

○ **DISCUSSION OF UPDATED PARK MASTER PLAN**

- Scott provided updates on various aspects of the Park Master Plan. A subcommittee of volunteers was chosen to lead a comprehensive analysis of various elements of the park system. This includes facility and inventory analysis, population and demographic trends, standards analysis, and program evaluation. The project also aims to benchmark against other cities and delve into specific programming areas like performing arts, public art, adaptive programming, and esports. Feedback from the community will be gathered through surveys and outreach efforts, with a focus on diverse representation, including minority communities. Scott highlighted upcoming changes in the Park Board composition, with a few members completing their terms and the opportunity for reapplication and the addition of new members to the board.
- Scott also discussed the budgeting process for capital projects and ATBs. Notable projects include enhancements to Rosemeade Recreation Center and possible extra personnel due to the facility's increased size and expanded range of activities and programs. Upgrades and improvements to parks, pavilions, playgrounds, and the Elm Fork Nature Center. For TC Rice, the aim was to secure funds for designing the western part, including features like an activity meadow and adventure trail. While complete funding wasn't granted, some resources were allocated for potential future use. The significance of TC Rice as a potential community gem was emphasized, aligning with the consistent preference for natural areas in citizen surveys.
- A new project is an outdoor fitness. This involves partnering with a company that specializes in durable outdoor fitness equipment. The prime location under consideration is Josey Ranch Park, a central hub with diverse amenities. A grant application has been submitted to secure funding, and if all goes well, construction might coincide with the holiday season, making the fitness area accessible by the upcoming spring.


○ **UPCOMING EVENTS/STAFF REPORTS**

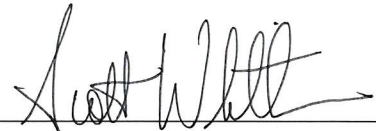
- Emma Bailey
  - Emma was introduced by Heather as the new Community Events Supervisor.
  - She provided updates on upcoming events. In September, there will be Pooch Pool Party in the morning and Movie in the Park in the evening as part of the Saturdays on the Square series. At the end of September, the "World of Foodies" event is planned with various vendors and performances. On October 14, there will be a Saturdays on the Square event celebrating Hispanic Heritage Month. The Perry Pumpkin Patch and Craft Fair will be combined on October 21. The annual Ghost Town event is scheduled for October 28.

- Heather Smith
  - A significant Esports tournament is scheduled at Crosby, featuring schools from across Texas. The discussion also touched on the upcoming Special Needs Fall Bash and plans for the Elm Fork Nature Center, which has been very active lately thanks to our new coordinator who has been preparing weekly activities and outdoor education programs, including nighttime walks and the eclipse party taking place in October. Adaptive initiatives such as nonverbal signage out in our parks and all-terrain wheelchairs were highlighted. The Senior Center is thriving with many requests for special interest groups. Pickleball's popularity has led to court expansions at different parks. They are also organizing an upcoming trip for seniors to visit London, Paris, and Normandy.
  - The Rosemeade Rec Center expansion is progressing well, with ongoing discussions and weekly meetings involving the engineering department and the contracted company. Equipment for the sports room is currently being ordered, restroom renovations are also planned in the coming weeks to provide additional facilities due to the expansion. Other projects include the replacement of old gym equipment and scoreboards, updates to the front desk at the Senior Center, installation of new lockers, and replacement of gym mats.
- Kim Bybee
  - Despite the recent hot weather, the parks department has been managing well. There was a case of heat exhaustion among the team, but generally, they've been hydrated and coping. However, the heat has affected grass growth and landscape health, leading to issues with irrigation and drought. The splash parks are open until September 30, providing a cooling option even after the pool closes this weekend. Fall sports activities like youth soccer and football are starting up, so there will be increased activity in parks like McInnish and Josey Ranch.
  - The parks department is introducing waste and recycling receptacles in downtown areas. These smart receptacles can alert staff when they're full or need attention, reducing unnecessary trips. Autonomous mowers, purchased earlier this year, have been effectively mowing soccer fields and are proving to be a valuable addition. A significant ongoing project is the implementation of a new work order system, which is expected to be fully operational by 2025, improving work tracking and management for the parks department and related departments.

- **ADJOURNMENT** – Motion to adjourn was made by Nancy Stallings and seconded by David Taylor. Andrea Macaluso adjourned the meeting at 7:33 pm. The next meeting will be on Monday, October 23.

Respectfully Submitted,

  
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~~Andrea Macaluso~~ Chad Averett  
Chairperson

  
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Scott Whitaker  
Parks & Recreation Director