

City of Carrollton
PARKS AND RECREATION BOARD
April 22, 2024 Minutes

Members Present:	Members Absent:	Staff Present:
Chad Averett	Nancy Stallings	Scott Whitaker, Parks & Rec Director.
Carrie Stovall	Meghan Monds	Heather Smith, Recreation Mgr.
David Taylor		Kim Bybee, Parks Mgr.
David Pagel		Maria Inciarte, Admin Specialist.
Bill Jones		
Suzanna Dooling		
Sharon Mathes		

- **CALL MEETING TO ORDER** – Chad Averett called the meeting to order at 6:00pm.
- **APPROVALS OF MEETING MINUTES**
 - Board member David Pagel emphasized the need for consistency in the tense and clarity of the meeting minutes. Carrie Stovall then made a motion to approve the Minutes from February 26, 2024, with the understanding that they would be subject to updates addressing the pointed edits. This motion was seconded by David Pagel.
- **PARKS MASTER PLAN DISCUSSION**
 - Representatives from MHAC (Museum & Historic Advisory Committee) and CSCAC (Carrollton Senior Center Advisory Council) attended as guests to observe Brad Moulton's presentation on the Parks Master Plan, facilitated by Dunaway Inc. Heather provided a brief introduction for Brad, who led the project, and outlined plans for a comprehensive survey to gather community feedback following the open discussion sessions. Brad then commenced his presentation by introducing Dunaway's previous collaboration with the city on master plans and emphasized the importance of prioritizing community preferences, which encompassed not only physical projects such as new facilities and amenities but also programming initiatives.
 - Brad prepared a few questions for the members and visitors to provide their opinions on regarding the future of Parks & Recreation for the city. These questions addressed the type of city identity residents, tourists, and visitors would like to see conveyed, the city's greatest strengths, observed trends impacting Carrollton, and the most pressing needs of the Carrollton community in terms of Parks & Recreation, along with how to implement the answers to these questions. Members and visitors actively participated, offering feedback on various aspects of these inquiries.

○ **ROSEMEADE RECREATION CENTER EXPANSION PROJECT UPDATE**

- Heather Smith provided updates on the project's timeline, noting that it progressed well and remained on track despite some rain delays. She highlighted the pouring of the elevated track and the addition of an extra restroom that was required. This restroom had previously been converted into a storage closet and was now being reverted to its original purpose due to necessity. Heather concluded by confirming that the project was projected to be completed by late summer, with no major issues reported.

○ **BUDGET DISCUSSION**

- Scott and Heather presented to the members the review and potential adjustment of fees for memberships and services offered by the Parks and Recreation department. Heather delivered a presentation detailing benchmarks and comparisons with membership fees in other cities, as well as information on their amenities and offered services. Various factors were discussed, including the need to update fees that hadn't been reviewed in a while, considerations of amenities offered by other cities, and the rising costs of operations. Members and staff explored options such as adjusting individual fees, creating package deals, and addressing non-resident rates. There was also a focus on accommodating seniors, who had the option of lifetime memberships at lower rates. Emphasis was placed on the need to balance revenue generation with providing affordable access to recreational facilities and programs. Board members generally agreed with the discussion and expressed their willingness to consider various perspectives before making any final decisions.

○ **UPCOMING EVENTS/STAFF REPORTS**

- Kim Bybee mentioned that the splash parks were set to open on May 1st, with preparations including the installation of new filters and surface painting. Plans for opening the pool for Memorial Day weekend were also underway. Mowing operations were in full swing, despite occasional rain delays, with efforts made to address reported areas promptly. The Woodlake project's phase one, which featured a kayak launch area, was set to begin soon, with future phases dependent on budget allocations. Collaborative efforts with the Fire department involved installing Avive AED units and Save stations across the city for community safety. Progress continued on trail development projects, including the Red Trail and downtown master plan discussions. Additionally, a bond project approved in 2022 would see synthetic turf additions at McInnish Park, while cricket facilities remained limited due to space constraints.
- Heather provided updates for the members, mentioning that the recreation Superintendent, Katy Bower, had moved into a new position with another department, which led to the internal hiring of Justin Swaney as her replacement. This resulted in Sabrina Pettrow starting her role as the new customer service supervisor, which included overseeing all front desk operations and reservations. Despite adverse weather conditions over the past weekend, the Spring Bash and Earth Day celebration were successfully held. The Spring Bash, tailored for individuals with special needs, was relocated indoors to the Crosby Rec Center and still saw enthusiastic participation. Additionally, the Earth Day celebration, a

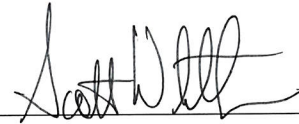
collaboration with the library, also attracted a good turnout despite the weather. Looking ahead, the department was gearing up for the Tails and Trails 5k run event and registration numbers for this event were already higher than the previous year. Notable upcoming events included the "May the 4th Be With You" Star Wars-themed event on May 4th and the Chalk Art Festival on May 18th. The department was still seeking entries for the chalk art competition.

- Scott provided more details on the Fire department's project to distribute AEDs throughout the community. The program encourages volunteers to undergo training for AED use, aiming to reduce emergency response times and increase survival rates for cardiac events. The program, funded by a grant, requires minimal training and offers AEDs to trained individuals. Scott shared personal experiences from the initial training sessions, emphasizing the ease of use and effectiveness of the AEDs. The aim was to increase community awareness and participation in the program, which held the potential to positively impact emergency response outcomes in Carrollton.
- **ADJOURNMENT** – Motion to adjourn was made by Sharon Mathes and seconded by Suzanna Dooling. Chad Averett adjourned the meeting at 7:54 pm. The next meeting will be on Monday, June 24, 2024.

Respectfully Submitted,



Chad Averett
Chairperson



Scott Whitaker
Parks & Recreation Director

