

City of Carrollton
PARKS AND RECREATION BOARD
August 26, 2024 Minutes

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

- **CALL MEETING TO ORDER** – Chad Averett called the meeting to order at 6:30pm.
- **APPROVALS OF MEETING MINUTES**
 - Board member David Pagel noted that the language for the "Discussion of Fee Ordinance" item needed correction, specifically regarding the non-resident rates, which stated a 25% increase. A motion to approve the minutes from **June 24, 2024**, as amended to reflect the corrected language, was made by Bill Jones and seconded by Sharon Mathes.
- **PARKS MASTER PLAN DISCUSSION**
 - Heather Smith provided updates mentioning that the Parks Master Plan was progressing well. The team completed the first phase, which involved gathering input from various groups, including citizens, the Parks Board, and staff. The input was weighted with 50% coming from the citizen survey, while the Parks Board and parks staff contributed 15% each, and the executive team and Dunaway added 10% each.

Heather mentioned that the second phase of the Master Plan is focusing on organizing the information from the first phase and determining how to present the projects planned for the next ten years, including their implementation and the areas of the city where they would be placed. For instance, if new parks or facilities were to be added, their location within the city was to be decided. Additionally, there is a concentrated effort on advancing the Elm Fork Nature Preserve. While the City of Carrollton manages part of the preserve, much of the park is owned by Dallas County, however, the two entities are collaborating on the development and management of the area.

She also mentioned that the Master Plan is initially expected to be completed by December 2024 or early 2025, though the timeline will ultimately depend on when it is ready to be presented to the City Council.

○ **ROSEMEADE RECREATION CENTER EXPANSION PROJECT UPDATE**

- Andrew Combs, the Capital Improvement Project Manager for the Engineering Department, has been collaborating with the Parks and Recreation staff on this project and he was present during the meeting. He provided members with updates, conducted a tour of the facility expansion, and answered questions. He explained that while the project had fallen slightly behind schedule, it was progressing well, with only a few key tasks remaining. These tasks included the installation of railings and a mural, as well as finalizing the gym floor once the dust had settled. It was estimated that the project would be ready for internal turnover within 30 days, though the facility would not yet be open to the public. A ribbon-cutting ceremony was to be scheduled closer to the final completion date.

After Andrew's introduction, he proceeded with the tour of the facility's expansion. He detailed various aspects of the facility's design and functionality, including the mural design that would cover a large wall, and described the setup of ramps, stairs, and the elevator. He also discussed details regarding the esports center and the main gym, which featured adaptable flooring, volleyball nets, and dividers to accommodate multiple sports. He provided further information on practical elements, such as louvers for controlling sunlight and ensuring that the facility had adequate data infrastructure, particularly for esports and fitness equipment. It was noted that certain features, like furniture and equipment, were ready but waiting to be installed. Staff and members also touched on future programming, including open play for various sports, fitness classes, and the importance of keeping the walking track open to the public.

○ **APPROVAL OF THE PARKS AND RECREATION ORDINANCE**

- Staff provided clarification on the key points that needed to be changed or updated in the Parks and Recreation Ordinance due to recent changes in state and federal laws. There was a discussion regarding regulations on motorized vehicles in parks, emphasizing that gas-powered vehicles were prohibited. Other updates included clarifying park permits, particularly for activities such as coaching or events, to ensure consistency and liability protection. The Ordinance updates aimed to clarify the language and ensure the proper use of public spaces, balancing safety and accessibility. A motion to approve the Ordinance was made by Meghan Monds and seconded by Carrie Stovall.

○ **APPROVAL OF FEE ORDINANCE**

- Staff provided clarification on the changes to the Fee Ordinance. Major adjustments included increasing percentages for non-resident rates and updating membership structures. Staff proposed a 25% increase for non-residents for classes, 50% for memberships, and 40% for rentals. The Senior Center rate structure was simplified, but it will continue to grant access to all three Carrollton Recreation Centers. Staff

also clarified changes for other facilities, such as the Indian Creek Golf Course and Rosemeade Rainforest. For the golf course, prices were listed in ranges, and Scott noted that while the fees would remain the same, the range of fees would increase. Rosemeade Rainforest fees remained unchanged. The fee changes were proposed to take effect in January, following a communication plan to notify current and potential members about the changes, allowing them to take advantage of existing rates before the increase. A motion to approve the Ordinance was made by Nancy Stallings and seconded by David Pagel.

○ **UPCOMING EVENTS/STAFF REPORTS**

- Kim Bybee informed the board that the Rosemeade Rainforest was nearing its seasonal closure, with the “Pooch Pool Party” scheduled for the upcoming Saturday, and that the splash parks would remain operational until September 30th.

She also shared information regarding a collaborative initiative with the fire department to install AED cabinets at various athletic complexes throughout the city. These cabinets would trigger an alarm, capture photos of the user, and provide GPS coordinates to assist first responders. Installation was anticipated in the coming weeks, with plans to notify the community upon completion.

Kim proceeded to update the board on the synthetic turf bond project at McInnish Park, which would convert Field 16 to synthetic turf. Plans were expected to be finalized shortly, with bids scheduled for the fall, and construction projected to begin in late winter or early spring, targeting completion by the following fall.

Regarding renovations at the A.W. Perry Museum, Kim reported that exterior work was underway, and the focus would soon shift to interior improvements. Heather added that City Council had approved approximately \$500,000 for additional renovations to address both interior and exterior needs, as outlined in the Historic Structures Report. Kim provided further details, including the installation of an ADA lift at the rear of the museum, new sidewalks, and the removal of wallpaper.

Finally, Kim discussed plans for an Arbor Day event aimed at distributing trees to replace those lost during recent storms. While logistics were still being finalized, she mentioned that the trees would be provided free of charge, with a limited quantity available for pre-registration. Designated pickup locations would be established, and the community would receive guidance on proper planting and care.

- Heather Smith shared updates on upcoming community events, starting with the release of the September Leisure Connections magazine, which highlighted activities such as the "Pooch Pool Party" and the newly rebranded "Culture Fest," aimed at offering a broader cultural experience beyond food. She also noted the success of the "Sounds on the Square" Saturday events, which had received positive feedback from the community.

Heather provided details on recent events, including the esports Valorant tournament, which attracted participants from college teams like Texas A&M, UNT, and local high schools, showing a growing interest in competitive gaming. She also highlighted the success of the "Paralympic Experience Day," which saw nearly 40 participants engage in adaptive sports like blind soccer, wheelchair ping pong, and archery. This event demonstrated the effectiveness of their adaptive programming, led by Shelby Carradine, the Adaptive Coordinator.

Additionally, Heather mentioned DART's plans to renovate the downtown train depot and encouraged community input on the project, promising to share the necessary information for feedback. She concluded by discussing ongoing preparations for next year's special events, focusing on diversifying activities across different parks rather than concentrating exclusively on downtown locations.

- Scott reported the completion of the new playground at Branch Hollow, highlighting its unique design as the first of its kind installed in the United States. He encouraged everyone to visit the site to see the new equipment.


He praised Heather for her effective management of the ordinances and the master plan, emphasizing her valuable contributions to ongoing projects, and he commended Kim and her team for their hard work throughout a challenging summer, managing storm debris, irrigation issues, and the difficult transitions between heavy rain and drought conditions.

- **ADJOURNMENT** – Chad Averett adjourned the meeting at 7:43 pm. The next meeting will be on Monday, October 28, 2024.

Respectfully Submitted,



Chad Averett
Chairperson



Scott Whitaker
Parks & Recreation Director