

City Of Carrollton
PARKS AND RECREATION BOARD
February 25, 2019 Minutes

The Parks and Recreation Board met February 25, 2019, 6:30 pm, at Crosby Recreation Center, 1610 E Crosby Road.

Members Present:

Dewayne Tallmon
Annette Reese
Gerald Blase
Al Overholt
Adam Polter
Andrea Macaluso
Willadean Martin
Suzanna Dooling
Austin Waugh

Members Absent:

Staff Present:

Scott Whitaker, PARD Director
Heather Smith, Recreation Mgr.
Kim Bybee, Parks Mgr.
Katy Bower, Recreation Sup.

- **CALL MEETING TO ORDER** – DeWayne Tallmon called the meeting to order at 6:31 pm.
- **VISITORS** – Ron McLeroy
- **APPROVALS OF MEETING MINUTES - Minutes from November 12, 2018** were amended to add Austin Waugh was in attendance and approved. Al Overholt motioned the amendment and approval, 2nd for amendment was given by Gerald Blase and 2nd for approval was given by Willadean Martin. All members for approval.
- **ROSEMEADE POOL HOURS DISCUSSION**
 - Since the Rosemeade Aquatic Complex is being remodeled, staff felt it would be a good time to make adjustments to the hours and streamline the operations to better accommodate the public, programs being offered and solve staffing challenges. The new design will not restrict based on age and will provide more play space without any fencing barriers and will not restrict or limit access to certain areas. Staff conducted benchmarking of the surrounding community’s facility pool hours. Staff found the other facilities will continue to open 1-2 hours later than the Rosemeade Rainforest and only operate for an average of 45 hours per week, which is 10 less hours per week than staff plan to operate throughout the summer. Al Overholt asked more about the benchmarking. Gerald motioned to approve the new hours and 2nd was given by Al Overholt. All in favor.
- **SUMMER CAMP STANDARDS OF CARE DISCUSSION AND RECOMMENDATION**
 - Heather Smith gave a summary of the Standards of Care
 - City Council will need to pass a City ordinance on Standards of Care requirements in Lieu of state licensing to meet state exemptions. Al Overholt had questions about job description and classifications of coordinators and child care responsibility. Heather Smith confirmed drug screen and background check requirements in hiring. Andrea asked about the state licensing and Katy explained the standards of care are in Lieu and are not as strict as it is for day cares/child care for the state licensing. Adam asked about liability without a license. Heather

explained about the state exemptions addresses the liability issue. The state is saying our exemptions meet the state requirement and our programs are allowable. The program will be held at Crosby Rec Center along with some field trips to local locations. The budget for the Summer Camp has been established and approved by City Council. Per the Standard of Care the student to staff ratio is 20:1. Staff is planning to staff for 15:1. Al Overholt has asked if interest has been shown for the program. The update to the medication section states that staff will not be able to distribute any medication and campers cannot bring their own medication. Adam asked about the training for staff and the time frame expected. Heather Smith explained the camp coordinator will have 2-4 weeks and the counselors will have 7-10 days of training. Al Overholt made a motion to approve the summer camp standards of care and 2nd was given by Suzanna Dooling. All in favor.

- **VETERANS MEMORIAL DISCUSSION**

- Scott gave an update of events since the last meeting and presented the design proposals/presentation which was provided to City Council. Scott explained each design feature within the rendering. Adam asked about the panels. The panels will be cut out of metal. There will be 2 back-to-back panels with light coming up in between. The finish has not been determined yet. There will be additional light feature shining up on the flag pole and kneeling soldier. Scott reminded the board of the \$250,000.00 budget City Council approved. City Council likes the design and gave approval to move forward. City Council may allocate an additional funds to the project. Al Overholt asked questions about landscaping around the design and upkeep and drainage concerns and having erosion issues causing mud and standing water on the design. Another concern was over the South side of the design where the concrete is raised for viewing purposes which creates a drop off that could potentially be a hazard. Scott explained they would build a berm or add railings to eliminate the hazard. Kim Bybee explained that there will be drainage built in to the subgrade of the area to help prevent issues with erosion and Parks staff has been involved with the project and have considered the maintenance of the area. Staff expects to have the project complete this summer pending contractor and/or weather issues. Al Overholt would like to see other veteran groups be involved with the project as it evolves. Adam Polter expressed his concern about the deadline for the project and the size of the panels not being big enough in relation to the area. Scott explained the process the architect went through during the design phase.

- **REPORT CARD DISCUSSION**

- Scott Whitaker provided an updated report card and explained how the staff uses this as a tool during the budget process. This next year other departments will begin to use the report card process to better plan updates and replacement projects. Al Overholt suggested sorting the report card placing the lower grades at the top of the list. General operating funds, amenity fund and bond election funds are all options for addressing the lower grades on the report card. Scott Whitaker explained that a lot of the buildings and infrastructure was built in the 80's which are requiring updates or replacements. Al Overholt asked why the back gym at Rosemeade was graded a "D." Heather Smith listed some of the considerations and factors went into the grade.

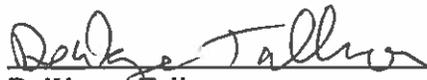
- **Scott Whitaker – Updates**
 - The Rotary playground project - Staff has been working with the Rotary to add to the existing Rosemeade playground. The Rotary Club is currently raising funds and has a goal of \$150,000.00. The playground will be expanded with equipment, accessible ramps and an area for small children, synthetic turf and maybe some wood fiber. Staff is waiting for Rotary Club to give permission to start the project.
 - Indian Creek Golf Course project – Hired an architect, contractor and the project has started. When the weather cooperates, the project is progressing quickly. Pipes for new irrigation are being installed. Tee boxes are being removed and reconfigured. The cart paths have been removed. Adam Polter asked if we have the right superintendent in place to maintain the course once the project is complete. Scott explained that Staff has confidence in the superintendent currently on site. There will also be independent agronomist out to assess the course on a regular basis once the Lakes Course reopens.

- **Heather Smith – Updates**
 - Staff are currently working on the Summer Leisure Connections edition. Trip Programming is expanding from just Senior Trips to include all ages. The first trip scheduled is to the Inca Trail in September.
 - Registration software project has resulted in staying with current provider and upgrading the software and reset the system. Staff is learning how to use the upgraded system.
 - Downtown events have been revamped for 2019. Saturdays on the Square is a new event that will be held once a month. TexFest is this weekend. We will also have a new event in June called “World of Foodies.”
 - Perry Homestead fencing has been replaced. The gazebo is complete and the sidewalk and landscape to the gazebo have also been completed.

- **Kim Bybee – Updates**
 - The mowing contractor has started mowing earlier than usual this year.
 - Youth Soccer started a couple of weeks ago.
 - Staff is preparing for a large softball tournament at McInnish this weekend.
 - Josey Field #6 is in the process of being converted to an all-inclusive field.
 - Rosemeade pool construction is underway. With one of the wettest falls on record, the completion date may be delayed. It has not been determined when the opening will be but staff will know more in another month or so.

- **ADJOURNMENT** – Motion to adjourn was made by Willadean Martin and seconded by Suzanna Dooling. The vote was unanimous with nine for. DeWayne Tallmon adjourned the meeting at 8:15pm. The next meeting will be on Monday, April 22.

Respectfully submitted,


 DeWayne Tallmon
 Chairperson


 Scott Whitaker
 Parks & Recreation Director

