

**City of Carrollton**  
**PARKS AND RECREATION BOARD**  
**June 22, 2020 Minutes**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff Present:</b>
DeWayne Tallmon	Austin Waugh	Scott Whitaker, PARD Director
Annette Reese		Kim Bybee, Parks Mgr.
Gerald Blase		Heather Smith, Recreation Mgr.
Suzanna Dooling		Kara Dickson, Admin. Specialist
Meghan Monds		
Andrea Macaluso		<b>Park Board Liaison Present:</b>
Nancy Stallings		Pat Cochran
Willadean Martin		

- **CALL MEETING TO ORDER** – Annette Reese called the meeting to order at 6:30pm.
- **VISITORS** – James Day
- **APPROVALS OF MEETING MINUTES** - Minutes from **February 24, 2020** were motioned for approval by DeWayne Tallmon and 2<sup>nd</sup> for approval was given by Gerald Blase. All members for approval.
- **SUMMER CAMP UPDATES – Heather Smith**
  - Camp Wonder is currently underway in virtual form. Camp Wonder staff have been doing a great job engaging virtual campers. Each week virtual camp participation has increased. Heather Smith provided details on the 4-hour camp schedule, activities, and specialty supply kits provided.
  - Camp Wonder will start onsite on July 6. Staff has been bench marking what other camps are doing to prepare for onsite and referring to the CDC to make sure that kids can attend camp safely. Registration for the first couple of weeks will be reduced to 30 kids. There will be three groups of 10 kids and the counselors will work with the same kids each day. Heather explained other steps taken to keep campers safe including separate supplies and cleaning procedures. Field trips have been eliminated from the activities due to safety concerns. Camp fees have been reduced and on-site specialty presentations have been scheduled.
  - Annette Reese asked if virtual camps will continue once onsite camp begins. Heather Smith explained virtual camps will discontinue but she is open continuing virtual camp if enough campers are interested in participating.
  - Andrea Macaluso asked if staff and campers would be required to wear masks. Heather explained staff will be required to wear masks and it is recommended to wear masks.
  - Willadean Martin asked how many kids we had last year at camp. She also asked how we advertised for camp. Heather explained we had 50 kids per week in camp and Camp was advertised on our website and on social media.

- **PROGRAM UPDATES**

- **Kim Bybee**

- Park maintenance has been continuing as usual with mowing, tree trimming with some adjustments to separate crews to two staff per vehicle as well as separating office staff.
- Projects at H&J library and at City Hall are completed.
- Fields are open for practice and games will start soon.
- The Rosemeade Rainforest is open. Kim Bybee provided details on the modifications that have been made to ensure safety such as 50% capacity limits with four 90-minute time slots. Including an hour shut down between each time slot to disinfect high touch points such as tables and chairs. With the modifications, the pool is averaging around 500 people a day. Each time slot has 100-150 visitors each day.
- Splash pads are open. Staff does not monitor the splash pads, so it is up to the public to maintain social distancing just as it has been at playgrounds and parks.
- Staff have been disinfecting dugouts at the ball fields once a day and park restrooms are disinfected twice a day.
- Nancy Stalling asked if playgrounds or benches are being disinfected. Kim Bybee explained that due to the number of benches and playgrounds we are not disinfected those areas.
- Willadean Martin asked if water aerobics will be starting back up. Kim Bybee explained registration is open and classes are set to start the week after the 4<sup>th</sup> of July on Tuesday, Thursday and Saturdays.
- Scott Whitaker described the challenges involved with hiring for the pool and what the staff has accomplished with the changing needs. Staff has been very successful in training and staffing the pool.
- Kim Bybee explained facility signage details used throughout the facilities.

- **Heather Smith**

- Gerald Blase inquired on the plans for the Senior Center to open. Heather explained that Governor Abbott has ordered Senior Centers to remain closed. Heather also explained the survey that was emailed to Senior Center members as well as the virtual programs staff are working on for Seniors to participate in.
- Heather Smith discussed the purchase of recording equipment to create higher quality virtual programming.
- Heather Smith explained how staff managed the process of reopening the Recreation Centers starting with the measures taken to maintain capacity limits, and social distancing requirements, signage, and PPE (personal protective equipment) supplies.

- **Scott Whitaker**

- Indian Creek Golf Course was also shut down. Staff was onsite to maintain the property. Once allowed to reopen, it was walk only. As requirements were lifted further, golf carts were allowed with one rider only. Now that more requirements

have been lifted, the clubhouse has been open, and the golf course business is improving.

- **UPCOMING EVENTS/STAFF REPORTS –**

- **Heather Smith –**

- Programs and events have been changed frequently. Staff has done a great job of planning and adjusting as needed. Megan Gordon has done a great job. World of Foodies has been postponed until September. Right now, we are considering creating a smaller scale World of Foodies. The revamped event is tentatively scheduled for September 12.
- June SOTS (Saturday on the Square) concert did take place. A duo performed various country music. Staff offered PPE's to attendees. Tables were cleaned between visitors. The event was well received. Another SOTS, Christmas in July is scheduled on July 11. A virtual Santa is scheduled to talk to kids over Zoom and attendees are given take home crafts for those that attend.
- A Mother's Day concert typically held at A.W. Perry museum was moved to Facebook and provided virtually along with other craft and gift how-to video posts.
- The Father's Day event previously held at the A.W. Perry Museum was also switched to virtual on Facebook with a video on how to make breakfast for dad, as well as other activities to do with dad on Father's Day.
- Instead of the Carrollton Trails 5K, staff created a virtual 5K marathon, which is scheduled to run through the month of June.
- July 3<sup>rd</sup> concert will be a virtual pre-recorded patriotic concert, but staff will still be onsite with drive thru In-n-Out burgers. Marketing is also helping by asking for veteran's photos to create an Armed Forces slide show on Facebook.

- **Kim Bybee –**

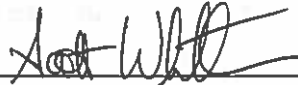
- San Chester pond dredging is almost complete. The sediment from the project dried out and delivered to Sand Lake Service Center to be utilized as soil in future landscape projects.
- We are partnering with the Community Development department. Community Development department provided grant money to use on Rhoton playground and park upgrades. Path lighting has been redone. Staff will be proposing an all-inclusive playground to City Council in July. The playground being proposed is an all-inclusive playground similar to the Rosemeade Rotary playground. The two tennis courts are also being resurfaced. One court is will have two pickleball courts and the other court will be a soccer/multipurpose court similar to the court at Thomas Park. Nancy Lieberman Charities will also be installing a third Dream Court on an existing basketball court.
- The Bessire playground was ordered and should arrive sometime in July. Installation will be scheduled considering when a grand opening will be possible to celebrate the new playground with residents.
- The contractor for the Josey Ranch restroom replacement has been approved for the subsurface prepping.

- Dan Gregg has been finalizing the irrigation plans at the golf course so irrigation breaks can easily be found and repaired. Dan has also been working with Heather on the projects at Oak Creek Tennis Center. The lighting and slab projects are complete, and the court resurfacing is starting this week.
- Kim Bybee and Scott Whitaker gave compliments to Parks staff and to Megan Gordon for all the video work she has done.
- Gerald Blase asked about dredging the lake at the Senior Center. Kim Bybee explained that a contractor has been hired to remove the cat tails from the ponds. Pond Medics have also been hired to consult on Carrollton ponds providing a maintenance plan for the ponds.
- Scott Whitaker reminded everyone that the Festival at the Switchyard has been cancelled and the Fourth of July celebration has been postponed to November to make Veterans Day a big event in conjunction with the Veterans Memorial.
- **ADJOURNMENT-** Motion to adjourn was made by Andrea Macaluso and seconded by DeWayne Tallmon. The vote was unanimous with eight for. Annette Reese adjourned the meeting at 7:17pm. The next meeting will be on Monday, August 24.

Respectfully Submitted,



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Annette Reese  
Chairperson



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Scott Whitaker  
Parks & Recreation Director