

**City of Carrollton**  
**PARKS AND RECREATION BOARD**

**April 26, 2021 Minutes**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff Present:</b>
Nancy Stallings		Scott Whitaker, PARD Director
Gerald Blase		Kim Bybee, Parks Mgr.
Suzanna Dooling		Heather Smith, Recreation Mgr.
Chad Averett		Kyle Banke
Willadean Martin		
Andrea Macaluso		<b>Park Board Liaison Present:</b>
DeWayne Tallmon		John Sutter
David Taylor		
Megan Monds		

- **CALL MEETING TO ORDER** – Andrea Macaluso called the meeting to order at 6:31pm.
- **VISITORS** – None
- **APPROVALS OF MEETING MINUTES** - Minutes from **February 22, 2021** were motioned for approval by DeWayne Tallmon and 2<sup>nd</sup> for approval was given by Suzanna Dooling. All members for approval.
- **TRAIL MASTER PLAN UPDATE**
  - Kim Bybee - Staff went on a consultant tour in February to look at Plano, Richardson and Grapevine trails to get an idea how they incorporate their trails into their cities. Consultants looked at Carrollton including the locations of schools, existing trails, parks, thoroughfares, etc. along with what trails are planned for the near future along with what other potential trail opportunities exist. Staff is currently reviewing the information received and will continue discussions on their recommendations. The information will be brought to Parks Board to review along with citizen input at a future meeting.
- **REPORT CARD DISCUSSION**
  - Scott Whitaker – The last report card update was in 2018. Scott explained the report card process, what properties are included, how the grades are determined and how staff uses the results to plan projects. Based on the results of the report card staff makes recommendations and requests to City Council. Many of the improvements are funded by the Strategic Amenity Fund. Suzanna Dooling is the CIPAC representative from Park Board. With potential for a bond election in November 2022, staff is planning to update the report card later this fall. Staff will be asking Parks Board members to sign up and join staff in assessing each

category of the report card. Scott expects there will be 1-2 staff members along with up to 3 Parks Board members assigned to review each of the categories. Staff will then input the results of the tour and assign grades on the report card to reflect current conditions. The completed report card will help CIPAC and City Council when considering items for the bond election. The process will take place over a couple of weekends or evenings to work around schedules. Staff is expecting the process to take place in October and November with signups taking place at the June Park Board meeting. Andrea asked how often a bond election takes place. Scott explained they take place every 4-5 years. Scott also covered what projects were covered in the 2018 bond election and explained how Finance allocates funds over time to space out project considering all City departments. This year, the Recreation Center projects from the bond election are slated to start. Next year some of the parking lots and restrooms are on the schedule. Gerald Blase asked if all the D and F grades from the current report card have been taken care of. Scott Whitaker explained that it depends on the category. For example, playgrounds are a big category. The last playground to receive an F in 2014 was at R.E. Good. Council has recently approved its replacement. Some of the C grades have also received updated surfaces. He also explained how staff have addressed and prioritized other projects. Significant progress has been made on many of the lower grades. Another consideration when prioritizing projects is how much and by how heavily the facility is used. An example, Scott Whitaker provided was McInnish field 17 is flooded often so it is not used for sports activities. This field was removed rather than spending the money to elevate it. Staff found another use for this area through a partnership with a drone racing group.

#### ○ **UPCOMING EVENTS/STAFF REPORTS**

##### ○ **Scott Whitaker**

- Presented the Arts & Culture in Carrollton PowerPoint and covered how staff is focusing to highlight and expand in these areas. He also highlighted the new dedicated webpage. Scott explained some of the specific arts projects such as the ceiling tile project that staff worked with Turner High School. Scott also covered some of the events and programs offered through the library. Color Carrollton and Wildflower Watch, two new programs were presented as well as the Chalk Art Festival.
- Scott explained what Staff did to build and promote the Wildflower Watch program from planting wildflowers, building phone stands at the locations for photo ops as well as information on the website.
- Additionally, he covered the Downtown events and showed some of the photos: TEXFest, Saturdays on the Square, World of Foodies, May the 4<sup>th</sup> as well as Festival at the Switchyard.
- Carrollton Critters is another program which Kim Bybee and Heather Smith have spent time designing. Scott provided the general details of the program and the current status of the program.

- Art Around Carrollton is another program which list art in Carrollton. Whether the art is public or private, indoor, or outdoor. Scott explained the GIS system and map on the webpage to explore the art online so citizens can go explore and learn more about art in Carrollton.
- Suzanna Dooling asked if the flowers artwork could be touched up downtown.
- Willadean asked if Art around Carrollton is a new program.
- Andrea asked more about the Carrollton critters program and how the program would work and how it was more of a scavenger hunt for statues in around Historic Downtown Carrollton to provide more history and details about Carrollton.
- Scott Whitaker also presented a PowerPoint presentation to cover what the Parks & Recreation staff have done this past year during the pandemic. He explained how staff planned Camp Wonder for online and in person and how staff were able to modify to adapt to the restrictions.
- Ghosttown was another event that had to be reinvented and became a trunk or treat event due to COVID requirements. The event was a huge success with cars lined up well outside of Historic Downtown Carrollton.
- Saturday on the Square event in December was converted to a Coat drive. Over 400 coats along with hats, gloves, and scarves that staff were able to deliver to Metrocrest Services after the event.
- The Veterans luncheon and concert were still important to staff. The concert was provided virtually on Facebook and the luncheon was provided drive thru style. Color Guard presented in person at the Veterans Memorial for virtual viewing.
- Harold Bessire Park was updated with a new playground.
- Seniors still wanted to get together. Staff transitioned the exercise classes to the outdoors and the luncheons were changed to drive thru offerings.
- Santa on the Square- Kids were able to visit Santa virtually through Zoom.
- February brought Run for Rover.
- TEXFest took place with social distancing and reduced numbers.
- Adaptive Turf Time is another program that just occurred on Josey Field #6. Shelby has done a good job working with volunteers and the program.
- Indian Creek Golf Course updates were part of the bond election. The ribbon cutting is scheduled for May. The golf course was shut down due to COVID. Staff went to council to request \$180,000 in funding for the golf course contractor to get through the shutdown. Council approved the funding and after the golf course was able to open again this spring. It was determined after they reopened the total funds used was much lower at \$37,000. The \$37,000 was then covered in one month in March. The golf course is up and running and doing well.
- Rhoton Park has been renovated. The basketball court was resurfaced through a partnership with Nancy Lieberman Charities and Covenant Church. The two tennis courts were converted to pickle ball courts and a soccer court. The playground was replaced through a Community Development grant with a handicap accessible playground. Staff has seen numbers at the park increase.
- The City is enhancing some of the bridges with stone. Staff has also updated a median on Rosemeade that was just concrete and with limited grass. Staff made

beautification improvements by building up the planter, adding irrigation and adding new plants and stone.


- Additional photos and the report card were also presented to show what fields, playground and other amenities have been improved through the use of the report card.
- Past and upcoming PARD events - Carrollton Trails 5K run was this past Saturday. The Rhoton Park Ribbon Cutting is coming up pending weather. May 3, the Senior Center will be reopening and operational. Amanda Alms is the new Senior Center Supervisor. Staff has been focusing on improvements within the facilities. The ICGC Ribbon Cutting is on May 7. The Chalk Art Festival at Mary Heads Carter Park is on Saturday, May 15. The Rosemeade Rainforest Aquatic Complex ribbon cutting/reopening is on Friday, May 28.
- Willadean Martin asked if Rhoton playground was on the report card. Kim Bybee explained it was on the last report card. The grant was specifically for underserved areas so that is what made Rhoton playground the choice over others. Willadean asked if the pier at the Senior Center is on the report card. Scott explained that it was not. That project was included in the operating budget.
- Nancy Stallings asked if there is room to add additional parks. Scott Whitaker explained there are plans to add an additional 3-acre neighborhood park in North Carrollton across from Hebron High School. The park is slated to open next year. An agreement has been signed with Lewisville School District to lease the land at no charge for the park.

○ **Kim Bybee**

- Introduced Kyle Banke, new Project Coordinator for the Parks & Recreation department. Kyle Banke introduced himself and gave additional details about his previous experience.
- Splash parks are open on May 15.
- The storm damage at the Rosemeade pool is almost all repaired. Grand Opening is open to Season pass holder.
- Mowing is in full force.
- Fields are all busy with league play and reservations.
- Three playgrounds will be renovated within the next 6 months. The Josey Ranch playground will be installed in June. The next one will be the W.J. Thomas playground through another Community Development Grant. The third playground is at RE Good playground in the soccer complex. The playground will be a nature themed to coordinate with the programming that will take place at the Nature Preserve.
- The A.W. Perry Restroom project is underway. This will be one of Kyle's first projects. The building is being built off site and it should be complete sometime this summer pending weather.
- Kevin Vaquera is retiring at the end of the month after 35 years.
- Jorge Felan is retiring at the end of the month with 20 years.

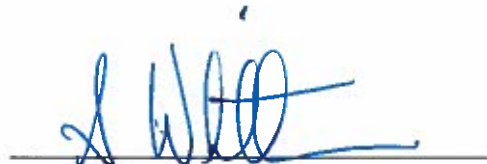
- **Heather Smith**
  - Megan Gordon, Event Specialist is leaving for another opportunity. She will be missed but she has been a great help in mentoring other employees in events.
  - The Senior Center is opening on Monday. This week staff is doing an open house for everyone to see the changes that have been made to the facility and update membership information. There will be giveaways.
  - Attendance is up at Rosemeade Rec to Pre-COVID numbers. Crosby attendance is increasing. Classes and programs are starting to fill. AMO volleyball, Tech basketball are at capacity. Run for Rover and TEXFest both events were right after the winter storm. Parks & Recreation staff worked hard during the storm and then kept going with their normal responsibilities. The Carrollton Trails 5K saw about 200 people over four sessions. The next event May 4<sup>th</sup> Be With You is the next event which is Megan's last day. Some of the activities were changed. Star Wars Trivia was added.
  - The Chalk Art Festival is coming up and staff is excited for the event.
  - Paws on the Square is coming up in June.
  - Saturdays on the Square is coming up in July with Christmas in July.
  - Service Contract was recently renewed for Oak Creek Tennis Center with BDM Tennis. Staff plans to put the contract up for bid next year.
  - The Historical Structure Report has been presented to City Council.
  
- **Scott Whitaker**
  - Commented on the hard work of the staff throughout the storm.
  - Carrollton Parks & Recreation won the TRAPS Gold Medal award. Heather and Kim were extremely involved.
  
- **ADJOURNMENT-** Motion to adjourn was made by Suzanna Dooling and seconded by Megan Monds. The vote was unanimous with nine for. Andrea Macaluso adjourned the meeting at 7:39 pm. The next meeting will be on Monday, June 28, 2020.

Respectfully Submitted,



---

Andrea Macaluso  
Chairperson



---

Scott Whitaker  
Parks & Recreation Director

