



**MINUTES**  
**Parks and Recreation Board Meeting**  
Prosper Town Hall, Council Chambers  
250 W. First Street, Prosper, Texas  
Thursday, July 13, 2023  
**6:00 PM**

**1. Call to Order / Roll Call.**

The meeting was called to order at 6:00 p.m.

**Board Members Present:**

John Metcalf, Chair  
Daniel Knox, Vice-Chair  
Megan Brandon, Secretary  
Valerie Little  
Bob Benson  
Kimberly Shamsy

**Board Members Not Present:**

Ty Bledsoe

**Staff Members Present:**

Dan Baker, Director of Parks and Recreation  
Kurt Beilharz, Assistant Director of Parks and Recreation  
Matt Furr, Parks Superintendent  
Trevor Helton, Recreation Manager

**2. Consider and act upon the minutes of the June 8, 2023 Parks and Recreation Board meeting.**

Motion to approve by Knox. Seconded by Benson. Motion Approved 6-0.

**3. Consider and act upon the appointment of the Parks and Recreation Vice Chair, and/or Secretary.**

Motion to open nominations by Little. Benson nominated Knox, Brandon seconded. Knox accepted nomination. No other nominations were presented. Metcalf moved to close nominations. Metcalf moved to vote for Parks and Recreation Vice Chair. All in favor of Knox, 7-0. Nomination confirmed, position approved.

**4. Comments from the public.**

There were no comments from the public.

**5. Receive staff updates: *Recreation, Park Development, Park Operations, and Director.***

Recreation:

The Mayor's Fitness Challenge Summer Session will run from June 1<sup>st</sup> – August 31<sup>st</sup>. The Fall Session will run from September 1<sup>st</sup> – November 30<sup>th</sup>.

A complimentary health & nutrition class will be held on July 10<sup>th</sup>, taught by Certified Nutritionist, Lynne Lenhart. The class will be held in Council Chambers and can host 30 attendees.

The next Discover Downtown event will be Coffee & Chrome on July 22<sup>nd</sup> from 7:30 a. m. to 10:30 a.m. in the Northwest parking lot of Town Hall. The following Discover Downtown event will be the Moonlight Movie on August 11<sup>th</sup> from 7 p.m. to 10 p.m. on the South Lawn of Town Hall.

Park Development:

**Pecan Grove Park:**

The contractor has installed and completed the drainage culverts for the hike and bike trail by the pond. The remaining items are landscaping and water pump replacement.

There is a purchase order in place for the water pump and the project should be complete soon. Upon completion, we will monitor the irrigation frequency of the new landscaping to ensure it does not have a detrimental effect on the pond or wildlife.

**Lakewood Preserve Park:**

The bids are scheduled to be opened on July 18<sup>th</sup> and there was ample interest at the pre-bid meeting.

The Hines team will execute a construction contract with the General Contractor, and they will manage construction with Prosper staff included as a partner.

The construction phase is anticipated to be approximately 12 months.

**Raymond Community Park:**

The consultant team submitted a 50% design plans set last week and the plans are currently under review by staff.

The CMAR is working on developing the Guaranteed Maximum Pricing. We hope to have the final Guaranteed Maximum Pricing by the end of summer.

We are still on schedule for CMAR to begin the Bid Phase in November and we anticipate beginning construction in early 2024.

Parks Operations:

- The replacement water pump has been ordered for Pecan Grove Park. It should be fully installed within the next month.
- We have been monitoring the recent heat for crew safety, providing ample time indoors and plenty of hydration.
- We assisted with preparation for Pride in the Sky and we are still working on cleanup as we encounter more firework debris.
- We will begin Athletic Field prep next week. This will include core aeration, top dressing, and irrigation checks.
- Ordering plant material for the Fall continues and we have begun reviewing the master list. Fall plans for the medians are currently being created.

Director:

We have two new staff additions that will join the team starting July 17<sup>th</sup> – an Administrative Assistant for the Parks and Recreation office, as well as an Administrative Assistant for Parks Operations.

Lots of residents showed up for Pride in the Sky and the firework vendor hosted a great show. The recent roadwork on Frontier Parkway was very helpful for residents when entering/exiting the event site.

There is an increasing interest in the sport of Cricket as our community continues to grow. Inquiries about Cricket amenities are frequent, but currently we do not have any fields or facilities available. At Lakewood Preserve Park, we have planned to install a 'Cricket Pitch' between two Soccer fields, which will allow residents to enjoy both sports at different times.

The next meeting will be held on August 10<sup>th</sup>, 2023 at 6:00 p. m.

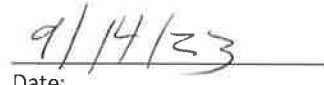
**6. Request for future agenda items.**

There are no requests for future agenda items.

**7. Adjourn.**

The meeting was adjourned at 6:34 p.m.

  
Daniel Knox:

  
Date: