



MINUTES
Parks and Recreation Board Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Thursday, April 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
Bob Benson
Daniel Knox
Valerie Little

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
Kaylynn Stone, Administrative Assistant

2. Introduce new board member and recognize outgoing member.

3. Consider and act upon the minutes of the February 9, 2023 Parks and Recreation Board meeting.

Motion to approve by Benson, seconded by Knox. Approved 4-0.

4. Comments from the public.

There were no comments from the public.

5. Consider and act upon the approval of the Recreation Programming Plan.

Helton presented the Recreation Programming Plan and highlighted the benefits of having the plan in place for the present & future. Metcalf asked what Helton discovered in creating the plan. Helton stated that the key takeaway was what future programming would look like based on current survey results and tracking the progression of those. Knox had reached out prior to the meeting stating that the median household income numbers in the packet varied. This was brought to Helton's attention and corrected. Metcalf asked if an action plan would be created based on the information found. Helton & Baker stated that this document is the starting foundation and the most immediate result will be a more in-depth annual Recreation Report.

Motion to approve by Knox, Seconded by Benson. Approved 4-0.

6. Consider and act upon the approval of the use of PBSA game fields for practice.

Baker presented the request from PBSA which includes the use of fields 3, 4, and 5 for practice instead of the previous agreement that the fields would be used for games only. PBSA has agreed to increase enrollment rates to offset the cost of additional maintenance.

Benson asked why those specific fields were chosen. Baker stated that they were the only additional fields are not currently in use.

Motion to approve by Little, Seconded by Knox. Approved 4-0.

Metcalfe thanked the department for their thoughtful consideration prior to the presentation.

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

Recreation:

Mayor's Fitness Challenge will change from a 4-month challenge to a year-long program. Minutes will still be calculated the same. The two challenges will run from March through May & then from September through November. Submitting a completed tracking sheet will result in a t-shirt and a chance to be entered for additional prizes. The first seasonal prize will be a pair of Bluetooth headphones. Helton will update the board with the number of registrations at the next meeting.

Summer Camp registrations opened on April 3rd. New camps include art, drama, and Young Inventors: Renewable Energy.

Park Development:

Pecan Grove Park –

The playground install is fully complete. The pavilion is approx. 90% complete. Trail work is nearing completion, and the bridge construction is at approx. 75%. Overall, the project is at 85% completion.

Tanners Mill Park –

Basketball court, park monument sign, and backstops are 100%. Pavilion is 100%. The playground install is 100%. Landscaping is nearing completion. Overall, the project is at 98% completion.

Star Meadow Park –

The playground equipment and pavilion are 100%. Sod grass installation and irrigation work is underway this week.

Raymond Community Park –

Schematic designs were presented to staff on 04/06. Adjustments have been made to the parking lot to save costs on grading work and to preserve the natural elements on the west side of the park.

Projected timelines are as follows:

Design Development, April – June 2023

Construction Docs, July – October 2023

Bid Phase, November 2023

Construction Phase TBD

Park Operations:

Installed river rock to curb borders at Town Hall.

Currently trimming all trees around the Town.

All sports have started.

Fields are painted once a week. Mowed 3 times a week.

Continuously cleaning up trash at the disc golf area.

Planting all medians.

Inventorying plant materials.

Plant replacements have started.

Director:

The Downtown Park Community Input received 369 Community Responses, the highest survey response Town has ever received.

CAPRA has been submitted and is currently under review.

The Moonlight Movie, Friday, March 31 @ 7:00 pm was postponed. The town is looking at August 11th as a new date.

Discover Downtown: Cinco De Mayo will be the next event.

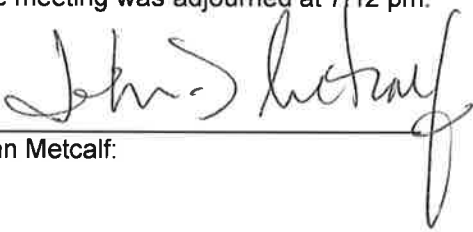
The next Parks and Recreation Board Meeting will take place May 11, 2023, in council chambers. The October Parks and Recreation Board Meeting will not take place on the second Thursday.

8. Request for future agenda items.

No request for future agenda items.

9. Adjourn.

The meeting was adjourned at 7:12 pm.



John Metcalf:

5.11.23

Date: