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MINUTES
Parks and Recreation Board Meeting
Council Chambers
Prosper Town Hall
250 W. First Street, Prosper, Texas
Thursday, October 13, 2022
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
Cameron Reeves
Daniel Knox
Megan Brandon
Valerie Little

Staff Members Present:

Dan Baker, Director of Parks and Recreation
Matt Furr, Parks Superintendent
Paul Naughton, Parks Planning Manager
Trevor Helton, Recreation Supervisor
Kaylynn Stone, Administrative Assistant
Barbara Cottone, Recreation Specialist

2. Consider and act upon the minutes of the September 8, 2022, Parks and Recreation Board meeting.

Motion to approve by Little. Second by Reeves. Approved 5-0.

3. Public Comments.

There were no comments made by the public.

4. Consider and Act Upon the appointment of the Parks and Recreation Board Chair, Vice-Chair, and Secretary.

Reeves recommends that this be pushed further into the evening agenda.

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

Recreation Update: (Trevor Helton)

Helton gave the new Parks and Recreation Board members a recap of the Discover Downtown Event Series, including Boots on Broadway, Fun in the Sun, Paws on Broadway, and the Moonlight movie. Moonlight Movie, the last event in the series (which was postponed from April) served roughly 250 patrons. Helton stated that the Town would like to present this series

annually and that 2023 event schedule discussions will soon start taking place. A directive was received that events shouldn't be held in June, July, or August due to the heat. Reeves asked what the turnout was for Paws on Broadway and what was the feedback from the people who came. Helton stated roughly 200 patrons came and went and that the feedback he received was positive. Helton thanked the EDC for partnering with the department on this event series. Metcalf asked what the feedback was from the EDC and the downtown businesses regarding the success of the events. Helton stated that both have been supportive. Knox stated that he enjoyed Boots on Broadway.

Celebrate Prosper, BBQ & Blues (Previously known as the Prosper Community Picnic) took place from 5:00 p.m. to 9:00 p.m. last Saturday, October 8, and hosted over 1,000 people. Helton thanked our title sponsor, CoServ who provided 500 BBQ sandwiches, and our community partners, Gateway Church (who provided and grilled over 400 hot dogs), Prosper United Methodist Church, The Prosper Ladies Association, and Charred 380, who donated the grill that was used to cook the hot dogs. Helton also Thanked Metcalf as he was the emcee for the event.

The department would like to continue to coincide the event with The Prosper ISD fall break.

Roughly 20 families of children with special needs were able to arrive an hour before the official opening to enjoy bounce houses and slides, free Kona Ice, and early access to dinner. Metcalf commented on the relationships we have with our community partners and stated that the board would love to be more involved with those. Brandon asked how we go about securing our partnerships and if we would be willing to expand them. Helton stated that we typically use the first right of refusal with our current partners but are also open to expanding.

Barbara Cottone spoke to the Parks and Recreation Board regarding volunteer opportunities for upcoming events including the Veteran's Day 5K, P-Town Throwdown Pickleball tournament and the Christmas Festival on December 3rd, for the Kids Christmas Shoppe Elf Shoppers, Santa's Workshop, The Christmas Wagon, and judging the Christmas Lights Contest on December 14th. An email will be sent out regarding the schedule. Knox asked where the pickleball tournament would be held. Helton stated that it would be held on the tennis courts at Reynold's Middle School. Metcalf thanked Barbara for championing the event and stated that the festival has become a showcase event for the community.

Park Development – (Paul Naughton)

Tanners Mill Park:

The culvert and pedestrian walk crossing are complete and covered with sod. The formation of the sidewalk around the playground is complete and the contractor is installing the steel and preparing the sidewalk to be poured. The contractor is working on the subgrade for the basketball court.

Star Meadow Park:

The open areas on the west and east side of the park are vegetated, and the trees have been planted. The contractor started working on the monument sign. The sign footing is poured, and the CMU blocks and masonry are complete. The backstop is installed. Fine grading is being done for some remaining areas on the south side of the park.

Town Hall Honor Wall:

The masonry has been completed on both walls. The plaques for the honor wall will be installed in October.

Windsong Ranch, Phase 9:

The contractor is working on the trail that runs along the creek which is located on the north side of the phase 9 area. More sections of the 12' trail have been formed and poured.

Park Operations – (Matt Furr)

The operations department maintains over 600 acres.

The Arbor Day celebration will be held on November 5, 2022, from 9:00 a.m. – 10:00 a.m. at Hackberry Park.

Furr stated that they have been working on replacing plants that suffered from the drought and will soon be taking down the dead pecan trees in front of the town hall. Sports field maintenance is ongoing. On the walkway between Town Hall & Broadway, benches and planters have been installed, and bollards will soon be installed. Furr stated that they will soon be planting the landscape around the Town Hall Honor Wall. The green pigment has been applied on the baseball fields at Frontier Park and on the medians off Lovers Ln by the Gates or Prosper. When the sports seasons finish, Ryegrass will be planted.

Director Update – (Dan Baker)

Baker stated that the park tour will be delayed until Spring. Possibly April or May.

Baker recognized the re-classes of Paul Naughton to Assistant Director, Trevor Helton to Recreation Manager, and Parviz Shakeri to Senior Parks Planner.

The P-Town Throw Down, Pickleball Tournament will be hosted at Reynold's Middle School on November 5th. There will be 3 different age divisions on 8 different courts. Baker thanked PISD for allowing us to share their tennis courts.

The Veterans Day 5K and fun run will be hosted at Frontier Park on November 12. Proceeds from this event will benefit Prosper Rotary's Veterans Memorial.

Metcalf complimented the Parks and Recreation Division on the number of events being offered and the hard work being put in. Baker thanked Metcalf for the compliment and thanked the EDC for their generous support and \$25,000 for the Discover Downtown Events.

4. Consider and Act Upon the appointment of the Parks and Recreation Board Chair, Vice-Chair, and Secretary.

Reeves nominated Metcalf as Chair. Second by Little. Approved 5-0.

Metcalf nominated Reeves for Vice Chair. Second by Little. Approved 5-0.

Reeves nominated Brandon for Secretary. Second by Little. Approved 5-0.

6. Request for future agenda items.

Reeves suggested an overview of all parks. Knox asked if the trail system would be included.

7. Adjourn.

Meeting adjourned at 6:51 p.m.

A handwritten signature in cursive script, appearing to read "John Metcalf", is written above a solid horizontal line.

John Metcalf, Chair