



*"A Place Where Everyone Matters"*

**MINUTES**  
**Regular Meeting of the**  
**Parks and Recreation Board**  
Thursday, May 14, 2020  
6:00 p.m.

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

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

Board members present: John Metcalf, Vice Chair; Gina Kern, Secretary; Henry Coleman; Shannon Crawford; and Cameron Reeves.

Matt Cely was absent.

Staff members present: Robyn Battle, Executive Director of Community Services; Dudley Raymond, Director of Parks and Recreation; Paul Naughton, Senior Parks Planner; Trevor Helton, Recreation Supervisor; Matt Furr, Parks Supervisor; and Patty Kendzie, Marketing Coordinator.

**2. Consider and act upon approval of the Minutes from the March 12, 2020, Regular Meeting of the Parks and Recreation Board.**

Motion to approve the Minutes by Reeves. Second by Kern. Approved 6-0.

**3. Comments by the Public.**

4. There were no comments by the public.

**5. Discussion with the Board about possible dates for a Parks Tour.**

Raymond encouraged the Board to discuss options for the Parks Tour, originally slated for spring, in consideration of social distancing guidelines set by Governor Abbott and the Town of Prosper. A typical Parks Tour includes visiting existing Prosper parks to discuss histories and backgrounds and/or traveling to see other cities' parks. The tour gives the Board opportunities to ask questions and provide feedback to staff. Crawford requested the tour be with current Board members, prior to new appointments (in September). Land asked for a list of properties to set priorities. Raymond said a list with addresses and amenities will be emailed. He asked the Board to email priorities back. Reeves said a map with parks would be helpful. Naughton said an interactive map is on the Town website and a link will be emailed. Coleman asked about touring in separate cars. Raymond said that is possible, yet it would limit interaction. The ultimate decision is up to the Board. Metcalf suggested postponing the tour to give time for restrictions to be eased and staff to prepare. Land, Kern and Reeves agreed. The Board consensus was to postpone the tour for a couple months.

**6. Discussion with the Board about the possibilities for re-opening Town facilities and restarting programs.**

Raymond said guidelines have been in place since April for facilities closures and program suspensions. The Town monitors information from officials and closely watches the data. From a park standpoint, at this point: parks and trails are open; playgrounds, fields and facilities are closed. On May 18, the Governor is expected to announce a decision about re-opening. Prosper's re-opening will most likely be slow and measured. All efforts will be made to open safely. Crawford asked if Board direction is needed before the Regular Meeting in June, prior to re-opening. Raymond said decisions will be made at the staff and Council levels. If Board input is needed, a Special Meeting can be called.

## 7. Informational items.

### a. Recreation

Helton described how program suspensions have affected the recreational schedule. The majority of Senior/Active Adult programs were being at The 407 Rec Center, which is now closed. To keep those residents engaged, virtual games are being hosted three times a week. Fitness and yoga videos, by Prosper instructors, have been posted on social media and emailed to seniors in lieu of classes. Many youth classes were either at the end of the session or had not yet started spring sessions. Youth Chess continued and classes were completed online. Summer programming is unknown, as staff waits for direction from officials. Staff is ready to respond to new guidelines. Necessary cleaning and hygiene protocols will be employed prior to re-opening. Helton has discussed potential re-opening strategies with sports camps instructors. Raymond said direction will be taken from Town management to ensure safe openings.

Crawford asked if additional staff oversight will be necessary for re-opening. Raymond said additional effort will be required; whether that will be staff or instructors is yet to be determined. Crawford requested that a written status about re-opening be emailed to the Board after decisions are made. Land asked if virtual activities will continue. Helton said senior virtual programming is set to continue through May. It may be possible to hold a few summer camps virtually, such as STEM classes. Zoom options will be pursued for all possible classes.

### a) Parks Development Update

Naughton said the Hike and Bike Trail Master Plan Steering Committee met for the second time to work on the Hike and Bike Trail Master Plan. He thanked the Board members who serve on the committee. Slides offered a glimpse into committee discussions of the planning process, timeline, inventory, level of service, opportunities map, goals and objectives, draft recommendations and next steps. The Public Input Meeting on January 9, 2020, gave the community the opportunity to get involved prior to committee discussions. At this stage, information presented on the slides is in draft form. An update will be presented to Council on June 9, 2020, prior to proceeding to the final stage. Raymond gave additional detail about the Level of Service slide. Prosper has 1 mile of trail per 883 residents, which compares favorably to nearby cities, as shown. Staff and previous Boards have worked on the trail system for years and have done a great job. Naughton is diligent. It will take a while, maybe ten years, to get the puzzle pieces together. Prosper has lots of undeveloped land under private ownership.

### b. Parks Operations Update

Furr said it's been heartening to see Parks crews spend time together, working together and helping different departments during this time of facility closure. Parks are in great shape; regular maintenance has continued. Storm damage incurred has been repaired. A car wreck damaged trees and shrubs, and most have been replaced. The new tree spade is being used. New sails for Windmill Playground are in production. Staff has been able to spend more time working downtown and at Town Hall. The department is just as busy, if not busier, than when sports are being played. Raymond commended crews for keeping health and safety at the forefront and for social distancing.

Crawford said construction crews at Doe Creek leave trash on the property; concern is for the Doe Creek waterway behind the development. Raymond said Building Inspections is responsible for cleaning up that area and a contact name will be emailed. Reeves asked if the suspension has helped the fields. Furr said fields are looking great and there has been more time to try different practices. Coleman said a trap with deceased turtles was found in the lake at Pecan Grove Park near LaCima. Furr said staff will be on the lookout for future issues. Coleman also asked if the sprayhead issue with the pond had been resolved. Furr said the job is in the contractor's hands and everything is in the process of being repaired. There are serious problems. The buoy was vandalized, making the work harder.

**8. Miscellaneous business or items to place on a future Agenda.**

Raymond requested the Parks Tour be placed on a future Agenda.

Land asked to serve on the Scholarship Committee which was formed during the March Board meeting. Raymond said the committee is tasked with assisting staff with new ideas for reaching potential scholarship participants.

Land asked about the recent Town staff reorganization. Battle said Council's goal in re-organizing was to consolidate departments and she is thrilled to become the Executive Director of Community Services. Community Services consolidates the public-facing departments: library, parks and recreation, communications and Town Secretary.

Crawford suggested the Board create a PSA-type video, similar to a home video with personal stories, to be used to increase interest in recreational scholarships.

Coleman suggested a few virtual class ideas to Helton. He said this summer will present opportunities for online programming and he is interested in seeing what Prosper offers.

**9. Adjourn.**

Motion by Coleman. Second by Crawford. Meeting adjourned at 7:10 pm. Approved 6-0.



Gina Kern, Secretary