



"A Place Where Everyone Matters"

MINUTES
Regular Meeting of the
Parks and Recreation Board
200 S. Main Street
Thursday, June 13, 2019
6:00 p.m.

1. Call to Order / Roll Call.

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

Board members present: Rebekah Land, Vice Chair, Gina Kern, Secretary; John Metcalf; and Cameron Reeves.

Shannon Crawford entered the meeting at 6:07 pm.

Staff members present: Dudley Raymond, Director of Parks and Recreation; Trevor Helton, Recreation Services Coordinator; and Patty Kendzie, Senior Administrative Assistant.

2. Consider and act upon approval of the Minutes from the May 9, 2019, Regular Meeting of the Parks and Recreation Board.

Motion to approve the Minutes by Reeves. Second by Kern. Approved 4-0.

3. Comments by the Public.

There were no comments by the public.

4. Consider and act upon the naming of the multi-purpose facility (407 E. First Street building).

Raymond solicited input regarding the naming of the refurbished office space to be used for Parks and Recreation Department programming and classes (daytime activities for seniors, recreational programs for kids, and possibly an evening class or speaker series). The facility will not be available to rent. After discussion, the Board approved The 407 Rec Center as the facility name, to denote location.

Motion by Kern. Second by Land. Approved 5-0.

5. Discussion with staff regarding upcoming use and policy for the 407 E. First Street building.

Raymond said the intent for the facility is Parks and Recreation programming, to begin in late summer. There will be a set schedule for seniors to play cards and games. An instructor is in place for senior chair aerobics and strength and balance conditioning. After-school youth STEM and exercise classes are also possibilities. One or two classes will be added each semester. Center hours will be determined on need and it is not anticipated to be on an 8:00 am to 5:00 pm basis. It will take time to grow the programs and market the classes.

Raymond presented the draft of the Recreation Programming Building Policies and Guidelines, requesting Board discussion. Staff will open the building and instructors will lead classes. Funds were requested in the 2019-2020 budget to re-asphalt the parking lot; 15-20 additional cars can be expected. Bathrooms are ADA compliant and there will be accessible spaces. Program pricing is currently being looked into. Raymond said there should be some level of cost recovery, yet initial response may not be enough to cover instructor costs.

Registration will be handled through Parks and Recreation. Information currently is being gathered about senior interests. New programs will be structured like current recreation classes, with billing on the back end and contracts negotiated with instructors.

Raymond said the park system stands to serve residents and the center must offer a balance of structure, social and free time. He asked the Board to think about pricing and a scholarship policy to ensure no one is excluded from participating.

Reeves indicated a desire for the center to focus on seniors, if the need is there. Raymond said interest from seniors has started to bubble up over the past 12-18 months.

Center hours of operation will depend on programs offered and staff resources, which, at some point will be at capacity. Class schedules will be marketed in the same fashion as current programs. A soft opening is expected, possibly in tandem with the August 2019 Parks and Recreation Board meeting. A more official opening may be conducted by Spring 2020.

6. Informational items.

a) Recreation Update

Helton said summer STEM camps began this week at Lighthouse Christian Fellowship. Flag football and golf kicked off the summer last week at Frontier Park. Current registration is at 273. At the end of the summer sessions, data will be analyzed for trends and growth patterns. Metcalf said it's important to look at the population growth curve to make sure the Town is offering enough for the pace the population is growing. He said the Board would be interested in projections for next summer to give a clearer picture of what is successful and what to offer in the future.

Helton said recreation programs are gaining in popularity. Soccer Sparks added a session on Thursdays and, for the second summer, the Adult Softball league has hit the maximum amount of teams.

He also described the refund policy for classes that are cancelled due to weather. Land suggested a published, stricter rain out policy to avoid giving refunds. Helton said it may be possible to move classes currently on grass to synthetic turf, yet also it is important for customers to get what they pay for.

Jonathan Weeks will begin full-time work for the Town as Recreation Specialist on June 17.

b) Park Development Update

Raymond discussed several parks projects, including Legacy median improvements, The Trail at Star Trace and the hike and bike trail at Windsong Ranch. He showed photos of the remodel of 407 E. First Street and invited the board to visit. Work remains to be done. He said Paul Naughton has done a great job and worked hard on this difficult remodeling project.

A Collin County funding assistance application is in the works which fits in the top two grant priorities.

Two large trees were lost recently at Pecan Grove Park due to weather.

c) Park Operations

Raymond said aerification, topdressing, is being performed on fields to prepare for the heat. June is a crucial month for grass. The irrigation at Eagles Landing is being renovated.

The USSSA State Tournament was held at Frontier Park last weekend. After two to three days of negotiation, the state championship game for 13U baseball was headed to Prosper. An estimated crowd of 500 was shoulder to shoulder in the stands. One coach commented that Frontier Park fields were the best they had played on the entire season. Parks staff is diligent in maintain and preparing the fields, so the park is always ready and looking good, even with quick notice. In an email, Jason Haney, the Director of USSSA, thanked the Town for the use of the facility, and PBSA (tournament host) and the PBSA Board members for their hospitality. Even with a lightning and rain delay, the tournament was a huge success. He complimented the concessions, players and youth sports associations. Raymond said tournaments can impact the local economy and conducting them successfully can be great for the future.

Land asked about the cost of hosting tournaments. Raymond said that because the fields are routinely kept at tournament level, most of the cost is for staff onsite. There is economic benefit due to money brought into the local economy, for instance, to restaurants, stores and hotels.

Metcalf asked if a resolution could be drafted to thank PBSA and Parks Operations, which would be a good way to open lines of communication. Crawford suggested Certificates of Recognition. Raymond said it would be appropriate to write and sign a letter to PBSA for going above and beyond and to recognize Prosper's very good sports organizations and the efforts of their good people.

7. Discussion regarding any miscellaneous business or items to be placed on future Agendas.

Crawford asked for an overview and plan for hike and bike trails. She also inquired about financial overview. Raymond said the Parks and Recreation Board does not have financial overview responsibilities, yet operational dollars are sharable and available as an informative piece to the Board. He asked for clarification about the type of information requested, for example, operations dollars or areas of concentration, and said the new budget is coming soon.

Metcalf asked about a final report on Prosper DownTown Live! Raymond said attendance estimates were set at 1,800 to 2,000. There were no problems, no medical calls, no lost parents, very few negatives. He thanked Land and Metcalf for volunteering. After each event, a staff briefing is held to discuss what went right and areas for improvement.

8. Adjourn.

Motion by Reeves. Second by Metcalf. Meeting adjourned at 7:26 pm. Approved 5-0.



Gina Kern, Secretary