



**MINUTES**  
**Regular Meeting of the**  
**Parks and Recreation Board**  
108 W. Broadway St., Prosper, Texas  
Town of Prosper Municipal Chambers  
Thursday, November 9, 2017, 6:00 p.m.

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

The meeting was called to order at 6:00 pm by Dudley Raymond.

Board members present: Amy Bartley; Gina Kern; Rebekah Land; Rick McGrath; John Metcalf; and Stephen Thomas.

Staff members present: Dudley Raymond, Director of Parks and Recreation; Paul Naughton, Landscape Architect; Julie Shivers, Recreation Services Coordinator; Matt Furr, Park Supervisor; and Patty Kendzie, Senior Administrative Assistant.

**2. Consider and act upon the appointments of the Parks and Recreation Board Chair, Vice Chair, and Secretary.**

Bartley nominated McGrath for Chair. Second by Thomas. Approved 6-0.

Thomas nominated Land for Vice Chair. Second by McGrath. Approved 6-0.

Land nominated Kern for Secretary. Second by Bartley. Approved 6-0.

**3. Consider and act upon approval of the Minutes from the October 12, 2017, Parks and Recreation Board meeting.**

Motion to approve by Thomas, second by Land. Approved 6-0.

**4. Consider and act upon Park Facility Agreement for Star Trail.**

Naughton described the agreement and the process for approval of the Park Facility agreement for Star Trail. The agreement outlines the park impact fees and the developer's intent to maintain the neighborhood parks indefinitely. In response to a question from Thomas, Raymond described the review process and said the agreement is fairly standard and there's a good accounting that ensures the Town gets its fair share. McGrath added, this is the final step in the approval process.

Naughton said Star Trail and the Gates of Prosper are removing trees, which will be mitigated. This agreement allows them to plant trees in parks within Star Trail.

Motion to approve by Thomas. Second by Kern. Approved 6-0.

**5. Discussion with Board regarding Tree City USA requirements.**

Council has asked for the duties of the Parks and Recreation Board to be expanded in regard to Tree City USA. Raymond said the program is designed to save trees in a community. Basically, a Tree Board or department is required. The Arbor Day Council has adjusted the requirement to allow the Parks and Recreation Board to serve in this capacity. In response, the Town Council added responsibilities for this Board. Raymond asked the Board for suggestions for additional initiatives to engage the community.

Several Board members offered ideas, including: incorporating nature related programming; engaging the garden club; conducting a school activity; and devoting a park for a demonstration garden or purposeful diversity. Raymond thanked the Board for their suggestions.

**6. Comments by the Public.**

There were no comments by the public.

**7. Informational items.**

a. Recreation Update

Shivers described the upcoming overnight Baseball Campout, with 22 children registered. Also, she informed the Board about the IT'S TIME TEXAS Community Challenge, which will begin January 8, 2018. A new group has been formed – Prosper Healthy – to act as a resident advocate group for the Challenge. The group includes representation from numerous businesses and demographics, including the medical field, health and fitness clubs and coaches. The vision is that this group will spearhead initiatives for the Community Challenge. The group has created a Facebook page to gain visibility. Shivers also spoke about the Prosper Christmas Festival on December 2. Planning is in full swing. She thanked Land for the great job she has done in handling the stage performances for the event. She invited Board members to volunteer at the event and handed out volunteer forms.

b. Park Development Update

Naughton showed the new aerial view of Frontier Park North. Synthetic turf installation has begun. All fields are multi-purpose and on track for completion in January 2018. Thomas asked about park amenity requests and said he has received feedback requesting additional shade. Naughton said shade is created as much as possible. Planners are mindful that hard cover and fabric shade structures require maintenance and also vandalism is a consideration.

c. Park Operations Update

Furr said the west side of Frontier Park has been cleared of beavers. Crews are currently putting up Christmas lights at Frontier Park. Most sports are over. Baseball finishes this weekend. Fields will be shut down on November 27, 2017. This is a busy season. Parks is in maintenance mode until sports are over and then work begins on those things that can't be done during the season.

Rock on the east side parking lot near the soccer fields is being relocated. On the north side, the natatorium and stadium will be under construction next year. Additional parking is being provided on the west side and work is being done with the leagues to stagger game times. Raymond said parking challenges have been discussed for months by management and talk remain ongoing. Ideas to alleviate parking congestion are: carpooling, adding temporary gravel and adjusting league schedules. Hopefully, parking challenges will ease by the Fall 2018 season.

Furr said the Town Tree Farm will be started next week with 100, 3' trees from the tree mitigation policy. Because the developer removed trees in the flood plain, they are paying cash and also donating cedar elm and moll cypress trees for replacement, which do well in the Frontier Park rocky soil.

Land asked about decorating downtown and Furr said the Public Works Department will begin that next week.

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

Raymond provided the Board with the Facebook statistics from the Prosper Christmas Festival video, which garnered nearly 8,000 organic views.

Land asked about a Grand Opening ceremony for Frontier Park North. Raymond said Opening Day is being considered as an appropriate time for this.

If meeting space can be secured, the December Parks and Recreation Board will move up one week to December 7, 2017. Kendzie will send a confirmation email.

**9. Adjourn.**

Motion by Thomas, second Land. Meeting adjourned at 6:54 pm. Approved 6-0.



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