



"A Place Where Everyone Matters"

MINUTES
Regular Meeting of the
Parks and Recreation Board
108 W. Broadway Street, Prosper, Texas
Town of Prosper Municipal Chambers
Thursday, June 14, 2018, 6:00 p.m.

1. Call to Order / Roll Call.

The meeting was called to order by Rick McGrath at 6:19 pm.

Board members present: Rick McGrath, Chair; Rebekah Land, Vice Chair; Gina Kern, Secretary; Cameron Reeves; and Stephen Thomas.

Rick Metcalf and Chuck Smith were absent.

Also in attendance: Drake Dunn, President, PYSC; and Chris Wilson, Development Manager, Windsong Ranch.

Staff members present: Dudley Raymond, Director of Parks and Recreation; Matt Furr, Parks Superintendent; and Patty Kendzie, Senior Administrative Assistant.

2. Consider and act upon approval of the Minutes from the May 10, 2018, Parks and Recreation Board meeting.

Motion to approve Draft Minutes by Thomas, second by Land. Approved 5-0.

3. Comments by the Public.

4. Prosper Youth Sports Update.

Drake Dunn, President of the Prosper Youth Sports (PSYC), spoke about the Commission and its role to communicate, to serve, to teach, make recommendations to the membership, and work together regarding field utilization and allocation. He said the Town recognizes recreation leagues need to have the priority and the price of youth sports is reasonable. He described the Commission and showed registration numbers for each league, including resident and non-resident statistics. Dunn complemented Furr and the Parks crew for the great job they do. He said Prosper has some of the best fields and facilities in North Texas.

Kern asked if registration numbers are on track with the Parks Master Plan, given the growth of the area. Raymond said growth is faster than the Plan recommended and that he and Dunn are checking field utilization against Parks and Recreation Department numbers. Dunn said utilization and efficiency of utilization are areas the PYSC needs to get a handle on.

Land asked if PYSC meetings are open to the public. Dunn said yes, quarterly meetings are held on a Wednesday at 8:30am in late January, late April, July and late October. He suggested Board members email Raymond for meeting dates. Land asked if Minutes were taken meetings recorded. Raymond said to remember the PYSC is an ad hoc committee, not an official Town Board. It is kept accountable and Agendas and Minutes can be sent to the Parks and Recreation Board upon request.

Land said her concern is to increase youth sports fees for non-residents. Land and McGrath said the topic has been discussed for years and the concern now is to control growth in the youth sports programs with additional non-resident fees; it's not about revenue. New people move to Prosper and cannot get into a youth sports programs due to the numbers. Dunn said most residents register at the end of the registration period. He said the leagues have tried various tactics to encourage earlier sign ups. Thomas asked Dunn if, in his opinion, the PYSC operates effectively. Raymond said there is vast knowledge and passion from Commission members. At the end of the day, the entities work together and cooperate amongst each other, which wouldn't happen without the PYSC.

Dunn said he knows the PYSC will not advocate additional fees. Land suggested a small fee increase and Dunn said most parents will not have a problem paying the fee increase. Raymond said the biggest numbers come from those in PISD who are not Prosper residents. They are not paying for the fields. Dunn said the leagues must take control and instill some penalties.

Dunn said currently each league uses its own software and to remember that members are volunteers. Raymond said even though there is pushback from the leagues in some areas, with more work, progress can happen.

McGrath said the Parks and Recreation Board has talked about creating about a policy for food trucks. Dunn said that is a topic on the list for the next PYSC meeting.

Dunn said every league does offer a scholarship program. Five dollars from each registration goes into a fund and scholarships are awarded each season. Land asked if checking addresses would be difficult for the leagues, and Dunn said, yes, it would be difficult. They currently rely on the honesty of the registrants.

Dunn said that, eventually, all issues will go to Town Council. Dunn said he encourages a relationship with the Parks and Recreation Board and the Commission seeks Board input. McGrath said the Board looks to enable, not disable, the PYSC.

Discussion ensued about food trucks and concession stands. Reeves said it is feasible to look at the trucks donating a percentage back to the leagues.

5. Consider and act upon the final draft of the Sponsorship Policy.

Raymond presented the final draft of the Sponsorship Policy to the Board. He said it broadens the definition of the current policy to include areas that the Parks and Recreation Department manages and also expands the scope of the policy. The policy will be forwarded to the Town Council after Parks and Recreation Board approval.

Motion to approve by Thomas, second by Land. Approved 5-0.

6. Consider and act upon the approval of the first amendment of the Park Facilities Agreement for Windsong Ranch.

Raymond showed the original agreement, adopted in 2015, and the revised maps which will bring Phase C into the agreement. Thomas asked if staff validated the figures in the amendment. Raymond said, yes, and there is still a lot of land in Windsong left to be developed.

McGrath asked if Prosper residents will be able to use the Windsong amenities. Wilson said the Frisbee golf is private, and part of the HOA. He said Paul Naughton, Landscape Architect, was persistent in keeping with the Master Plan and trails were shifted to tie into the whole system.

Wilson invited the Board to the observation deck at Windsong Ranch.

Motion to approve by Thomas, second by Kern. Approved 5-0.

7. Informational items.

a) Recreation Update

Raymond informed the Board of Julie Shivers' resignation. Thomas asked how Board members could help. Reeves asked about an archery instructor. Raymond said he is in discussions with the high school instructor.

Raymond gave registration numbers for summer programs and displayed photos of football and baseball camps. He also gave information about Fun Friday at Frontier, Cedarbrook Media's Pride in the Sky, the Prosper Community Picnic, and the Prosper Christmas Festival.

Kern was concerned about Pride in the Sky, given Shivers' resignation. Raymond assured the Board that staff are well prepared. Cedarbrook Media handles the coordination of the event. The Town has a supporting role, offering Police and Fire personnel, barricades and trash pickup.

b) **Park Development Update**

Raymond gave the Park Development Update. He spoke about the Town entry sign (gateway monument) and showed the rendering and design, materials, lighting and flags. The monument sign is now out to bid.

He also spoke about the Green Ribbon project of enhancing the medians along US380 from Lovers Lane to Custer Road. He showed the landscape plan which all three participating cities have agreed to the design. Prosper took the lead on the planning. TXDOT sets apart money for landscape improvements. The budget is ¼ million dollars and Prosper receives the TXDOT grant, nearly all the costs will be covered. Thomas asked about maintenance. Raymond described the property lines and the operating budget. Maintenance costs are split 50/50. He continued to explain how the cities will split the cost and said staff has worked on the ILA for 18 months. Kern asked if there will be another monument sign placed on north Preston Road. Raymond said the major monument will be on Preston Road and other major roadways, with minor monuments located on other arterial roads to announce you have arrived in Prosper. The Planning Department is setting those pieces in place.

c) **Park Operations Update**

Furr gave the Park Operations Update. Thomas asked about the dog policy in the park. Furr said they are permitted in the park, but not on the fields. Furr said a new staff member has been hired and will be working nights to monitor park activity. Needs will be determined and Furr will come up with a plan. Furr said the new landscape crew has been working on the Preston Road medians; crape myrtles and plants have been planted. Furr said progress is being made and he is excited to have a good crew in place, now 17 in number.

McGrath asked about the irrigation issues at southeast corner of soccer at Frontier Park. Furr said a contractor has been approved and repair is forthcoming.

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

Reeves inquired about PYSC fees and where they go. Raymond said the fees are placed into a Town Revenue Fund. \$10 is included in each registration which is placed into the Town Operating Fund.

The Board requested Town Ordinance be adjusted to increase youth sports fees for residents. At the July Parks and Recreation Board meeting, members will bring ideas for recommended changes to be sent to Town Council with a request to be enacted for the Spring 2019 season.

McGrath requested the Board consider and act on a food truck policy (vendor policy). Thomas suggested discussion at the next meeting with no formal Agenda item. Raymond said the Board can bring their ideas to the July meeting and discuss how to move forward.

Land asked about the Park Naming Policy. Raymond said an update will be presented at the next meeting. Kern said the Historical Society is interested in being involved with park naming. Betty Hughes has created a list of suggestions. Land said the sub-committee will meet before the next Board meeting.

Raymond said the July meeting will include a couple Town Council items concerning policies to be ratified by the Town Manager. Staff is cleaning up old agreements and procedural errors so Council can give official approval.

McGrath recognized Jeff Hodges, Prosper Town Council member.

9. 11. Adjourn.

Motion by Land, second by Kern. Meeting adjourned at 7:00 pm. Approved 5-0.

A handwritten signature in cursive script, appearing to read "Gina Kern", written over a horizontal line.

Gina Kern, Secretary